Operating **Guide**

AH30

Smart Series™ Scale

ISO 9001 QUALITY ascom SYSTEM CERTIFIED

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Ascom Hasler Mailing Systems, ®Inc.

Form 50323 Issue 7 08/99

CUSTOMER SURVEY FORM

AH30 Scale Operating Guide
Revision: 08/99 Issue 7 Form 50323

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ESD Precautions

WARNING! STATIC SENSITIVE DEVICES
Proper Handling and Grounding Precautions Required

This equipment contains electrostatic sensitive devices. Use ESD precautionary procedures when removing or inserting parts or printed circuit (pc) cards. Keep parts and pc cards in their anti static packaging material until ready to install.

The use of an anti static wrist strap, connected to the grounded equipment frame or chassis, is recommended when handling pc cards during installation, removal, or setting of on-board option switches. **Do not** use a conductive tool, such as a screwdriver or paper clip, to set the position of the option switches.

CAUTION

This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instruction manual, may cause interference to radio communications. It has been tested and found to comply with the limits of Class A computing devices pursuant to Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference when operated in a commercial environment. Operation of this equipment in a residential area is likely to cause interference, in which case the user at his/her own expense will be required to take whatever measures may be required to correct the interference.

The operator should not service this equipment. Only trained service personnel should open and service this equipment. Contact your local Ascom dealer for assistance.

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Overview

This manual provides the information needed to operate the AH30 Smart Series™ Scale.

Several chapters in the manual cover features that are optional. These may or may not have been purchased for your particular scale ... so do not be alarmed if your scale's menu is slightly different.

Manual Sections

The manual is broken down in several chapters:

Ch. 1 Introduction	explains the manual format and how to use the manual for best results.
Ch. 2 Basic Operation	explains how to use the AH30 for basic operation.
Ch. 3 Batch Mail	explains batch mail and multi-tasking.
Ch. 4 Special Services	explains what special services are and how to use them.
Ch. 5 Time Saving	explains the AH30's features that can be used to save time when processing items.
Ch. 6 Programmable Rates	explains what User-Programmable rates.
Ch. 7 Accounting	explains the optional Accounting Package.
Ch. 8 Weighing Methods	explains various ways the AH30 can be configured to weigh.
Ch. 9 Multi-Tasking	explains the Mult-Task feature.
Ch.10 Specialty Softkeys	explains various specialty softkey functions.
Ch. 11 Password	explains the security and password features.
Ch. 12 PC Interfacing	explains PC interfacing to the AH30.
Ch. 13 Journal Log	explains the Journal Log feature.
Ch. 14 Misc. Features	explains various miscellaneous features.
Ch. 15 Discounts	explains discounts.

Continued on the next page.

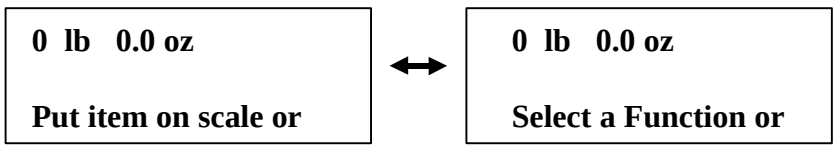
Manual Sections continued

Append. A Rate Info	explains all USPS mail class rates and abbreviations for the AH30 scale.
Append. B Key Operation	explains the function of each key on the AH30 keyboard.
Append. C Technical Info	explains basic setup, equipment connections, display adjustments, technical specifications, default settings.
Append. D Display Info	explains the various abbreviations that may be displayed.
Append. E Zip/Zone Info	lists the various zones by carrier.
Append. F Message Center	explains the various Message Center messages.
Append. G Menu Tree	breaks down the AH30 menu into a tree.
Append. H	common questions and answers

Manual Conventions

The manual has several basic conventions or standards that are followed.

[XXXX]	indicates a key on the AH30 keyboard console
[Xxxx]	indicates a menu choice
softkey	refers to the [F1] through [F4] keys
key	refers to all keys on the AH30 excluding [F1] through [F4]
	indicates an important fact or point in the AH30 manual.
Main Menu	refers to the main rate/weight display of the AH30



Options & Protected Features

Several features may be disabled on the AH30 system depending upon the options purchased with the AH30.

Some pages may show displays that are slightly different from your particular scale. The display or menus can vary depending upon the purchased options.

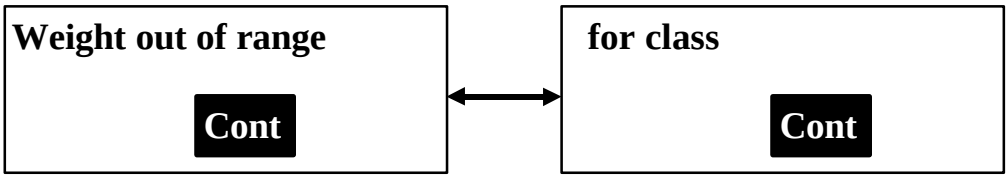
Several features are password protected. Only trained service personnel should access these features. Contact your local Ascom Hasler Mailing Systems, ® Inc. dealer for assistance.

Password protected features: [Calibrate]
[Reset to Defaults]
[HB44 Compliance]
[Diagnostic]

Message Center

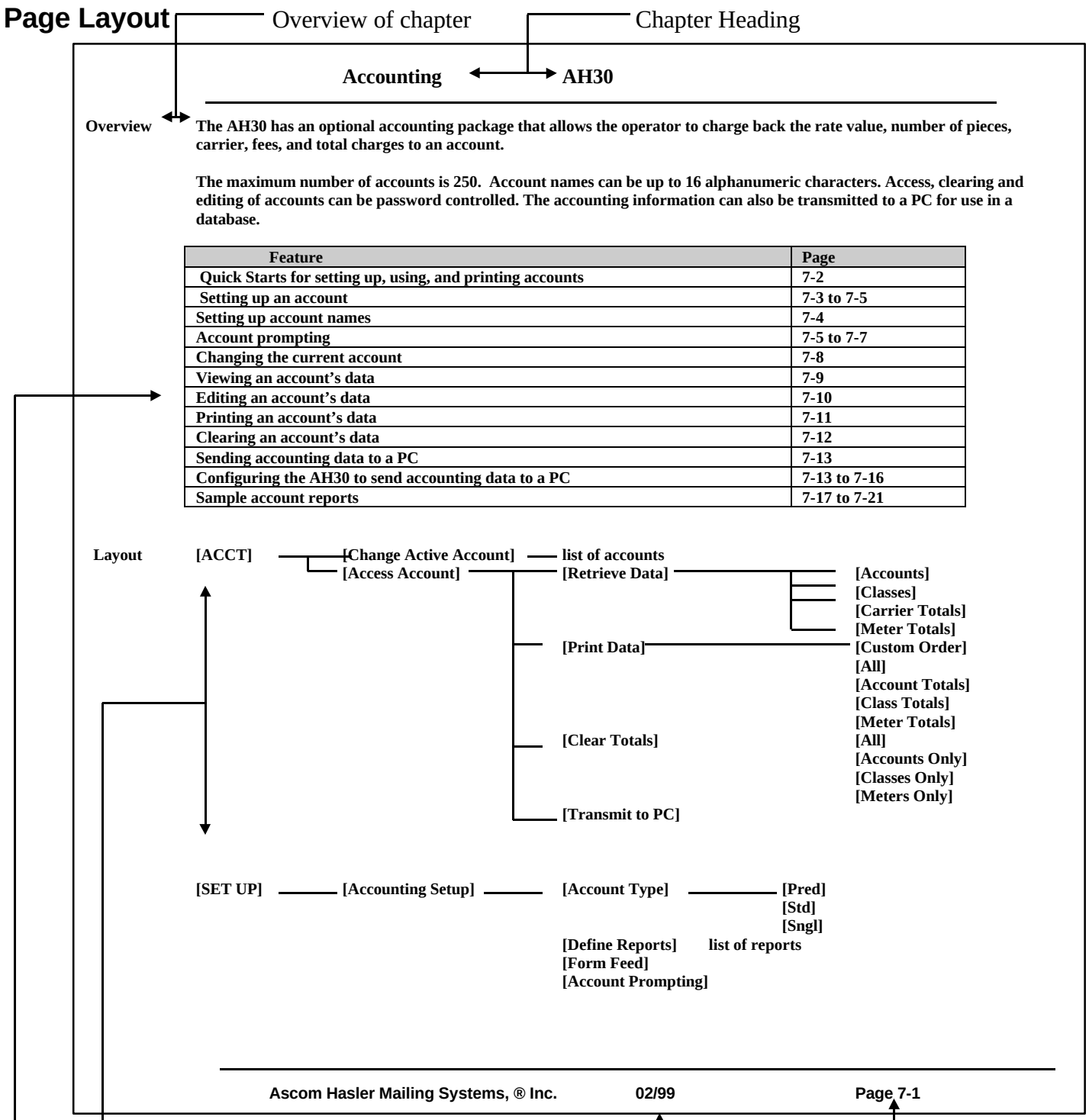
The AH30 will display a message at times. This indicates that a function is illegal, may cause information to be lost, etc.

Sample Display with Warning Message



The display alternates when the message exceeds the screen length.

Page Layout


Overview of chapter
Chapter Heading
Accounting
AH30
Overview
The AH30 has an optional accounting package that allows the operator to charge back the rate value, number of pieces, carrier, fees, and total charges to an account.
The maximum number of accounts is 250. Account names can be up to 16 alphanumeric characters. Access, clearing and editing of accounts can be password controlled. The accounting information can also be transmitted to a PC for use in a database.
Feature | Page
Quick Starts for setting up, using, and printing accounts | 7-2
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[Accounts]
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[All]
[Account Totals]
[Class Totals]
[Meter Totals]
[Clear Totals]
[All]
[Accounts Only]
[Classes Only]
[Meters Only]
[Transmit to PC]
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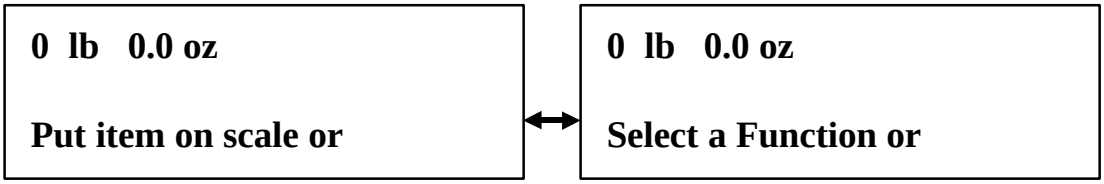
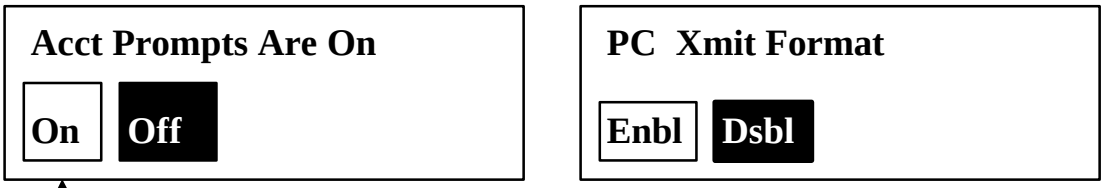
[Accounting Setup]
[Account Type]
[Pred]
[Std]
[Sngl]
[Define Reports]
list of reports
[Form Feed]
[Account Prompting]
Ascom Hasler Mailing Systems, ® Inc.
02/99
Page 7-1
Menu Trees show breakdown of menu sections covered in this chapter
Revision by date
page number
Breakdown of chapter.

Display Information

• The AH30 display will indicate what has been selected and what step is next.

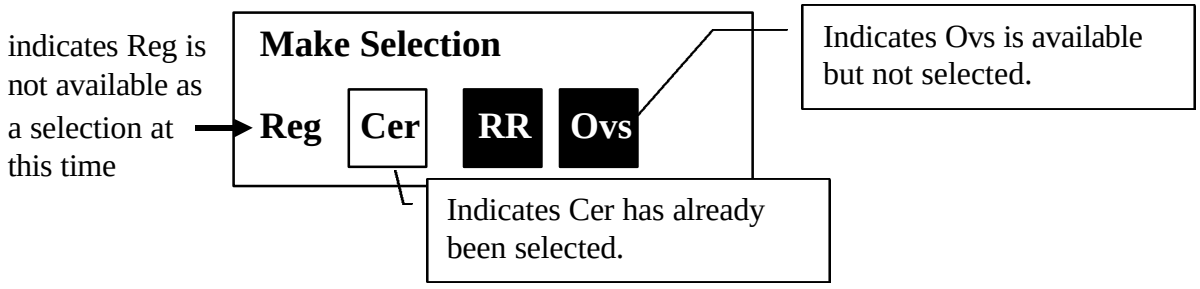


• The display also indicates if a feature has been turned "ON" or "OFF" or selected.

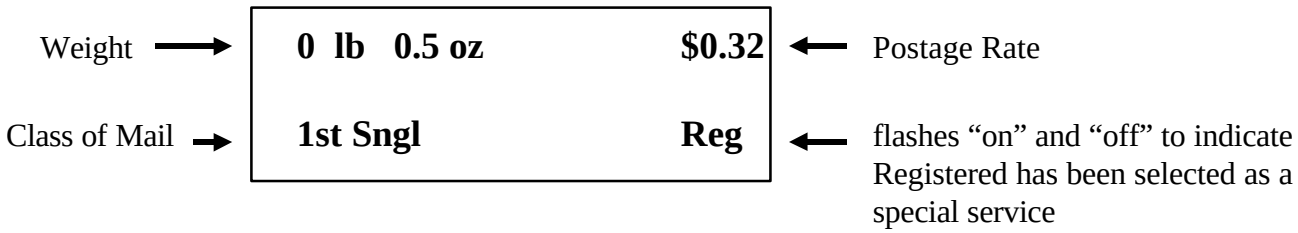


Clear box indicates feature has been turned "ON"

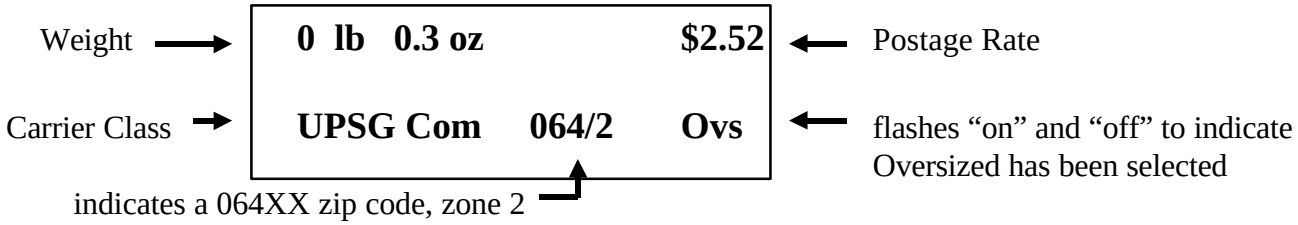
[Enbl] = "ON"
[Dsbl] = "OFF"



• The display will indicate weight, class of mail selected, rate and any selected services



• The display will indicate zip/zone and country information when applicable.



Overview

This chapter will give a quick explanation about how to use the AH30 scale.

It will show an example of shipping an USPS letter and an example of getting a UPS rate.

Accounting, batch mail, and other features are covered in separate chapters.

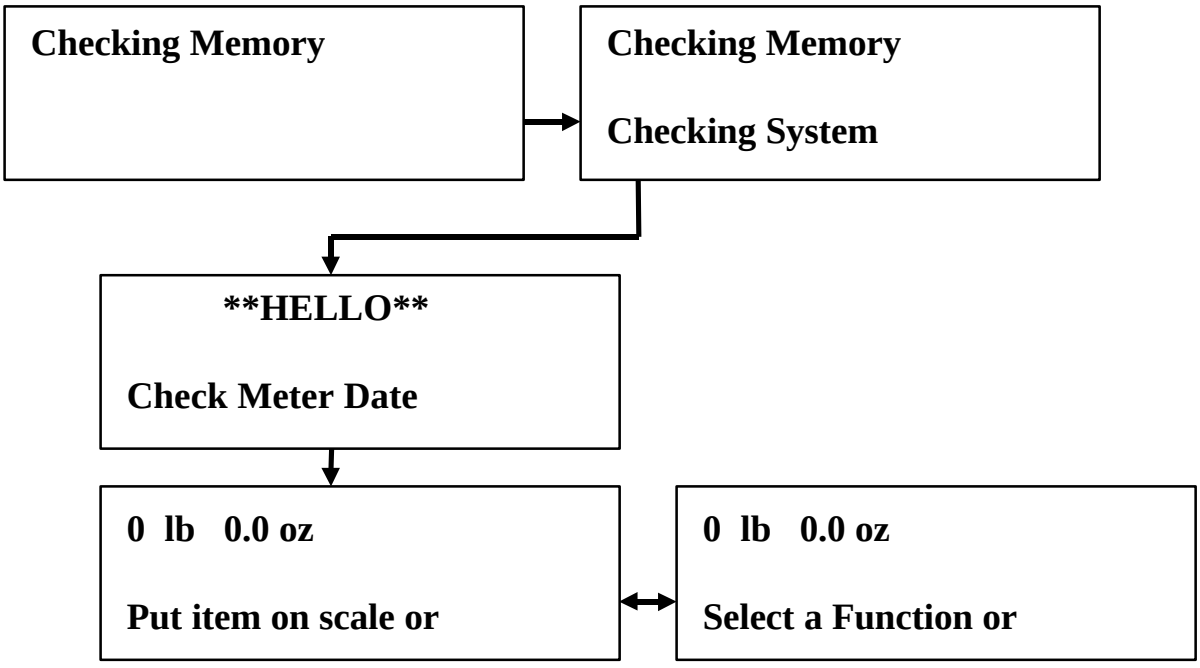
Function	Description	Page
[ON/OFF]	Turning "ON" the AH30.	2-1
[1ST]	Processing a USPS letter.	2-2
[UPS GND]	Processing a UPS package.	2-3

Turning The AH30 "ON"

To turn the AH30 "ON" press the [ON/OFF] key.

The AH30 will beep and the following displays will appear:

Normal display: shows weight, rate, class, and flashes between oversized and flat



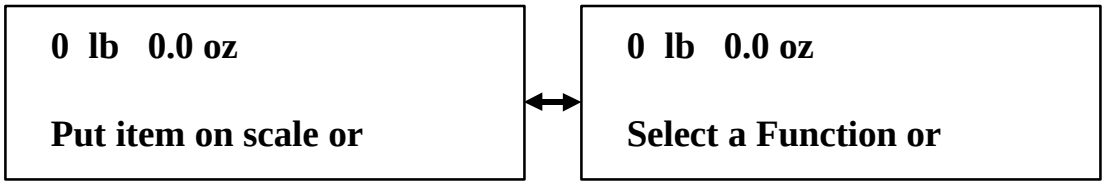
The AH30 display will alternate between these two displays.

The AH30 is now ready for use.

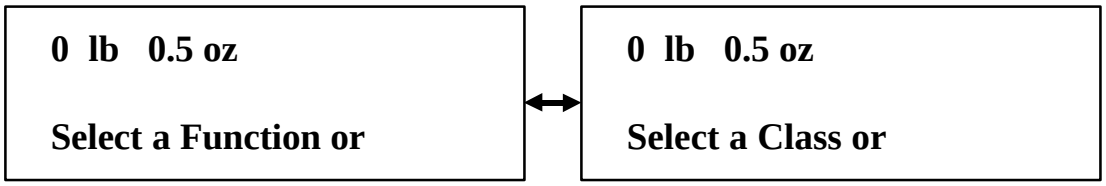
Processing A USPS Letter

To process a USPS letter do the following:

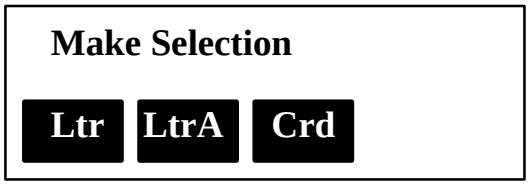
• Start at the Main Menu.



• Place the letter on the AH30 scale platform.



• Select USPS First Class mail by pressing the blue [1ST] key.

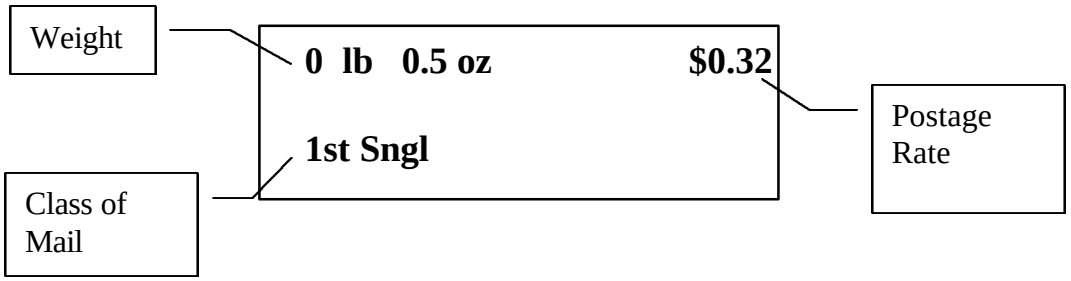


Ltr = letter
LtrA = automated letter
Crd = card

• Select [Ltr] by pressing the appropriate [F1] through [F4] softkey.

Ltr = letter
Pres = presort letter

• Select [Ltr] by pressing the appropriate [F1] through [F4] softkey.

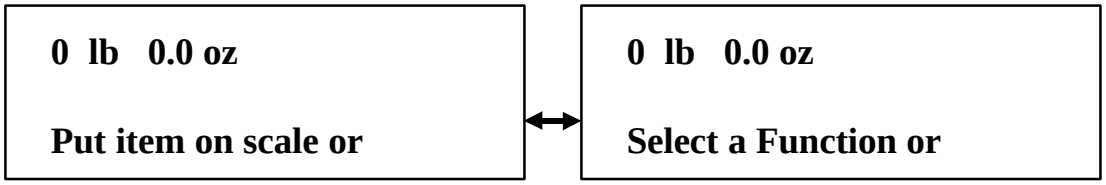


• Press the [MTR LTR] key to transfer the rate information to the meter/base **or** press the [PRINT/TOTAL] key to add to the system totals without setting the postage meter.

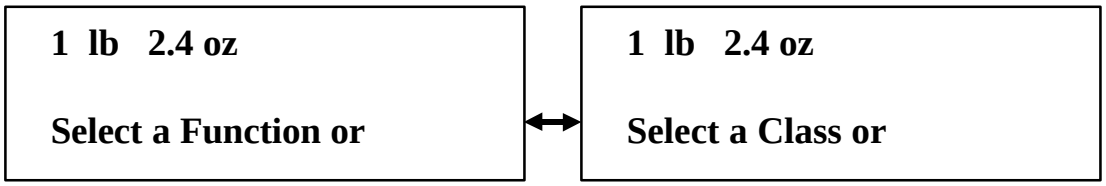
Processing A UPS Package

To process a UPS package do the following:

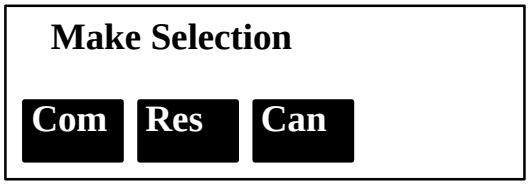
• Start at the Main Menu.



• Place the package on the AH30 scale platform.

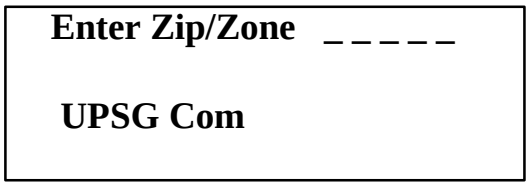


• Select UPS Ground by pressing the brown [UPS GND] key.



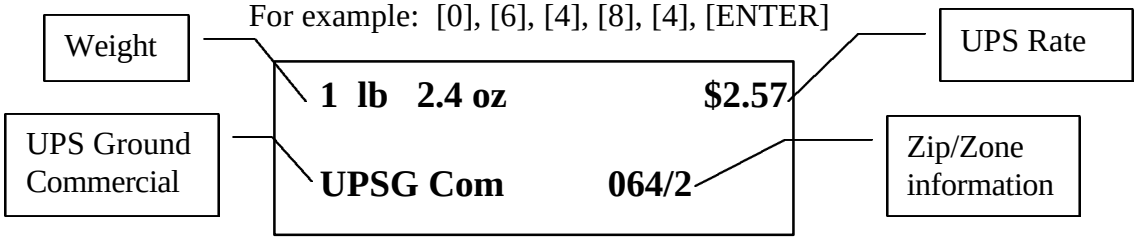
Com = commercial
Res = Residential
Can = Canada

• Select [Com] by pressing the appropriate [F1] through [F4] softkey.



• Use the numeric keys to enter in the desired zip code, press the [ENTER] key.

For example: [0], [6], [4], [8], [4], [ENTER]



• Take item off AH30 scale platform and proceed to the next item **or** press the [PRINT/TOTAL] key to add to the system totals before removing the item.

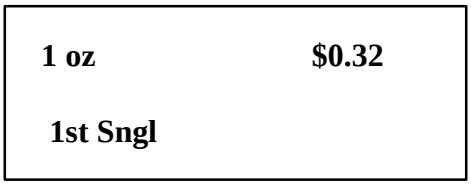
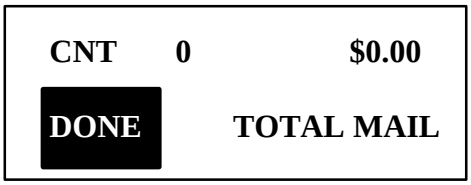
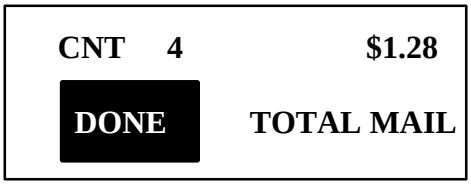
Batch Mail AH30

Overview

Batch Mail or Total Mail is selected via the [TOTAL MAIL] key.

Batch mail is mail that is all stamped with the same postage value. The AH30, once set for [TOTAL MAIL], will set the postage value on the meter and allow the operator to keep feeding envelopes or tapes through the meter/base without resetting the postage value each time. The AH30 will automatically keep track of the number of pieces stamped and the amount of postage used.

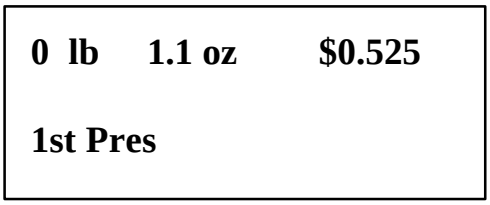
Processing Batch Mail

Step	Action	Result
1	Place the item on the platform and select the desired USPS rate.	The AH30 display shows the carrier and desired rate. 
2	Press the [TOTAL MAIL] key.	The AH30 display shows "Setting Meter Fee", the postage meter is set. The display then shows: 
3	Feed the envelopes or tapes through the meter/base.	The AH30 will automatically keep track of the number & postage amount. 
4	Select [DONE] by pressing the [F1] softkey after all the Batch Mail has been processed.	If [Journal Log] has been selected, the Batch information will print to the journal log.

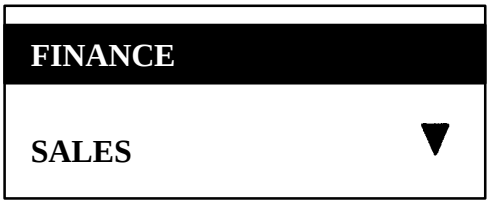
Processing Batch Mail w/ Accounting

- Place one of the "batch" items on the AH30 platform.
- Select the desired USPS rate.

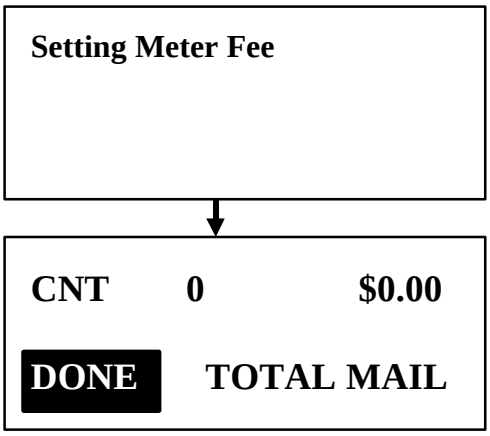
For example: [1st], [Ltr], [Pres]



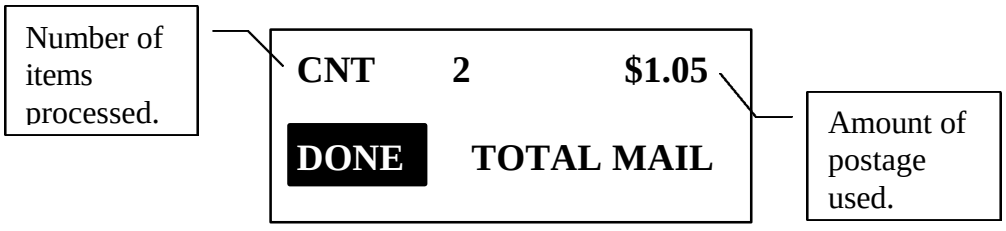
- Select [TOTAL MAIL] by pressing the appropriate key.



- Use the **[▼]** to select the desired account, press the [ENTER] key.



- Process the envelopes or tapes through the meter/base. The AH30's display will automatically change to reflect the number of items and amount of postage charged to the selected account.



- When all batch mail is processed, select [DONE] by pressing the appropriate softkey.

Overview

The AH30 allows the operator to add Special Services to items that are processed.

Special Services are selected via the [SPEC SERV] key after the carrier and rate have been selected.

Feature or Special Service	Page
Selecting a Special Service	4-2
Using the [ALT DSP] key to view special services information	4-2
Registered Mail	4-3
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Delivery Confirmed Response	4-12
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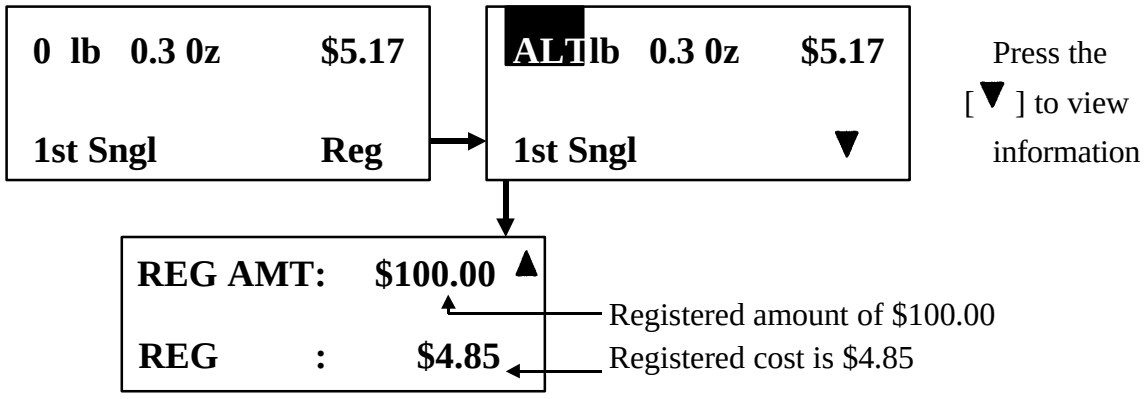
Selecting a Special Service

Step	Action	Result
1	Place the item on the platform and select the desired carrier and rate. For example: [1st], [Ltr], [Ltr]	The AH30 displays the selected rate: **0 lb 1 oz $0.32** **1st Sngl**
2	Press the [SPEC SERV] key. If a service does not have a box around it ... it indicates that the service is not available at this time.	The AH30 prompts for a selection: **Make Selection** **Reg** **Cer** **RR** **Ovs** ▼
3	Select the desired special service by pressing the appropriate softkey. For example: [Reg]	The special services available depend upon the carrier, weight of item, and the rate. It may be necessary to make a sub-menu selection (such as [Reg] or [Rgi]).
4	Press the [EXIT/PR.MENU] key until the Main Menu display is shown.	The display will now flash the selected special services. **0 lb 1 oz $5.40** **1st Sngl Reg**
5	Select [Mtr Ltr], [Mtr Pkg], or process the item.	Use the [ALT DSP] key to view information about the selected special services.

Using the [ALT DSP] Key To View Special Services Information

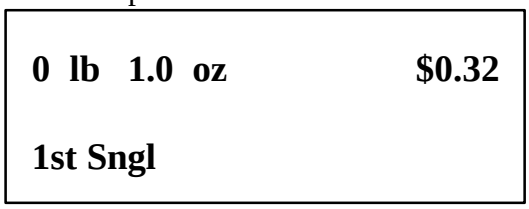
After the desired special services have been selected and the rate is reflected in the Main Menu display, information about the selected services can be viewed by pressing the [ALT DSP] key.


0 lb 0.3 0z $5.17
1st Sngl Reg
ALT lb 0.3 0z $5.17
1st Sngl ▼
Press the [▼] to view information
REG AMT: $100.00 ▲
REG : $4.85
Registered amount of $100.00
Registered cost is $4.85

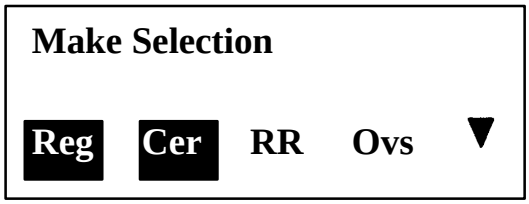
Registered Mail

Registered Mail is a service provided by the USPS, which incorporates a system of receipts to monitor the mail's movement from the point of acceptance to the point of delivery.

• Place the desired item on the AH30 platform and select the desired USPS rate.



• Press the [SPEC SERV] key.

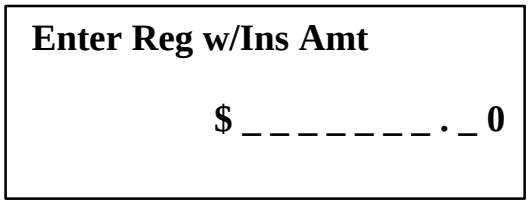


• Select [Reg] by pressing the appropriate [F1] through [F4] softkey.

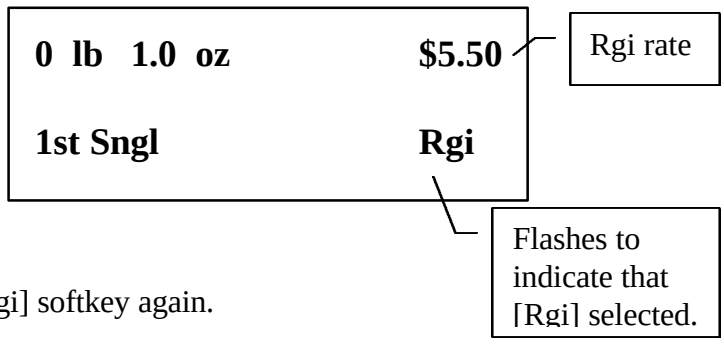
• Select either [Reg] or [Rgi] by pressing the appropriate [F1] through [F4] softkey.

[Reg] registered
[Rgi] registered with insurance

For example: [Rgi]
Using the numeric keys enter the desired amount and press the [ENTER] key.



• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

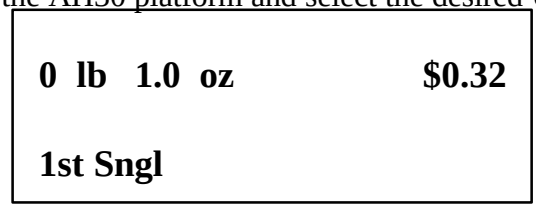


• To deselect, press the [Rgi] softkey again.

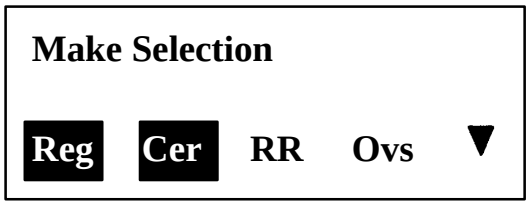
Certified Mail

Certified Mail is a service provided by the USPS which provides the sender with a mailing receipt and a delivery record at the post office of address.

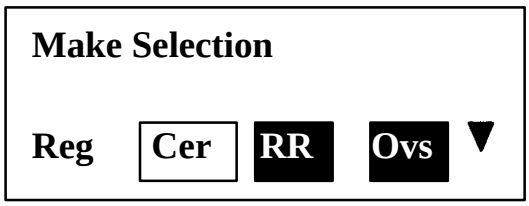
• Place the desired item on the AH30 platform and select the desired USPS rate.



• Press the [SPEC SERV] key.

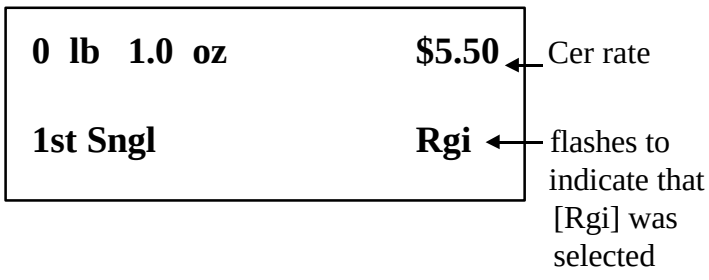


• Select [Cer] by pressing the appropriate [F1] through [F4] softkey.



• Select any other desired service.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

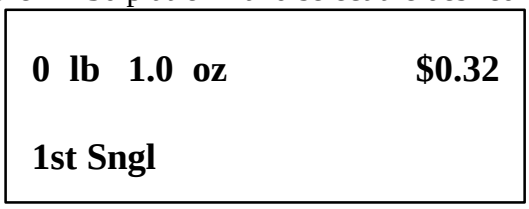


• To deselect, simply press the [Cer] softkey again.

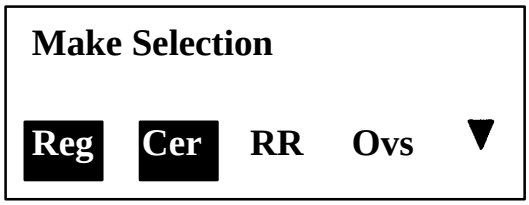
Return Receipt

Return Receipt is a service provided by the USPS which provides the sender with evidence of delivery.

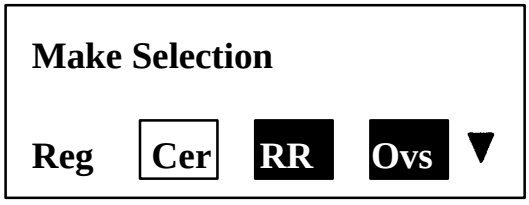
• Place the desired item on the AH30 platform and select the desired USPS rate.



• Press the [SPEC SERV] key.

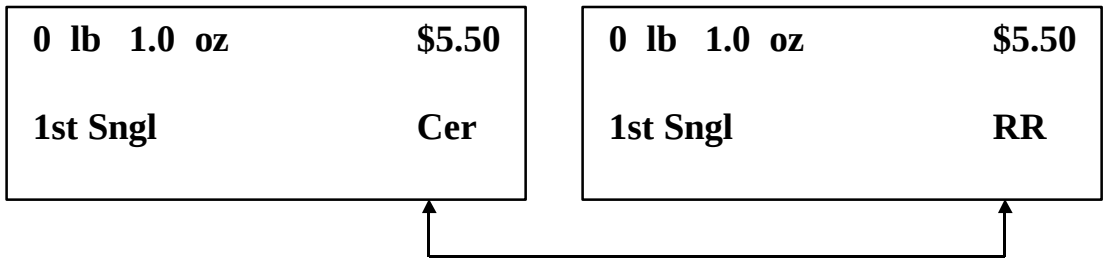


• Select [Cer] or any other appropriate service by pressing the appropriate softkey.



• Select [RR] by pressing the appropriate [F1] through [F4] softkey.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.



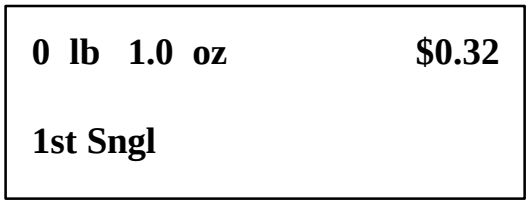
The display flashes between the selected services

• To deselect, simply press the [RR] softkey again.

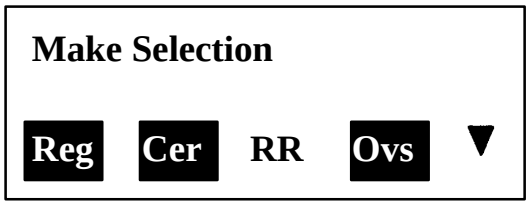
Oversized

Oversized is a service provided by the carriers that depends upon the weight/size of mail and the mail class.

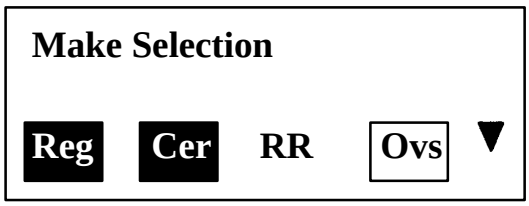
• Place the desired item on the AH30 platform and select the desired USPS rate.



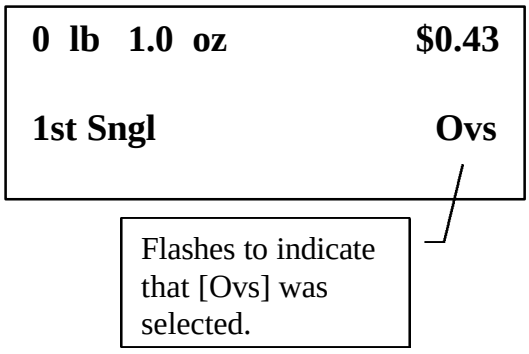
• Press the [SPEC SERV] key.



• Select [Ovs] by pressing the appropriate [F1] through [F4] softkey.



• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

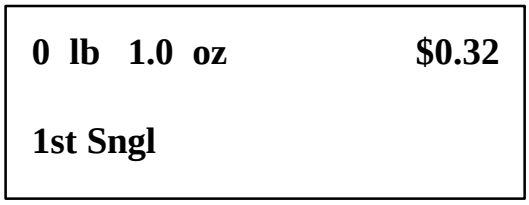


• To deselect, simply press the [Ovs] softkey again.

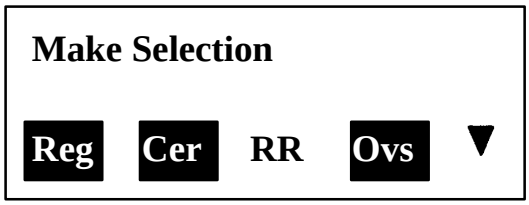
Insurance

Insurance is a service provided by the carriers that provides indemnity coverage for a lost, rifled, or damaged item.

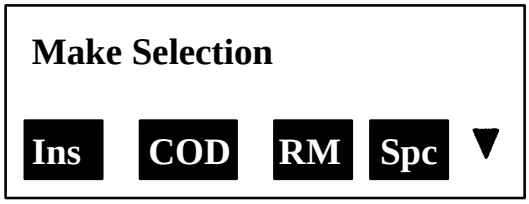
• Place the desired item on the AH30 platform and select the desired USPS rate.



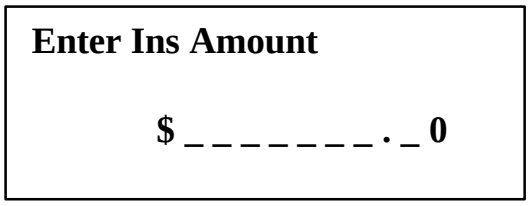
• Press the [SPEC SERV] key.



• Press the [▼]key.

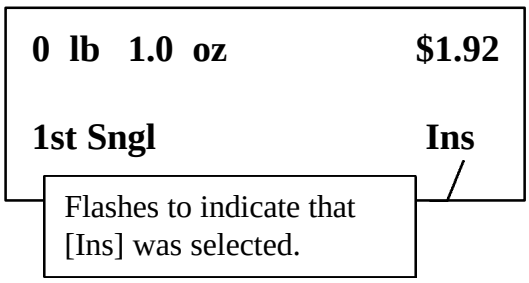


• Select [Ins] by pressing the appropriate [F1] through [F4] softkey.



• Using the numeric keys, enter the desired insurance amount, and then press the [ENTER] key.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

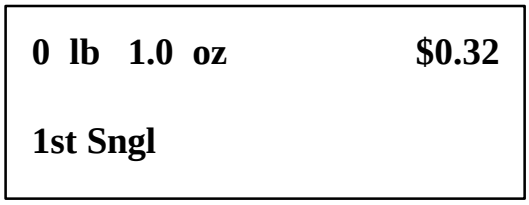


• To deselect, simply press the [Ins] softkey again.

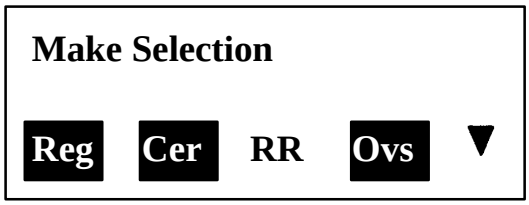
COD

COD (Collect On Delivery) is a service provided by the carriers in which the carrier collects the amount specified by the sender for a service fee.

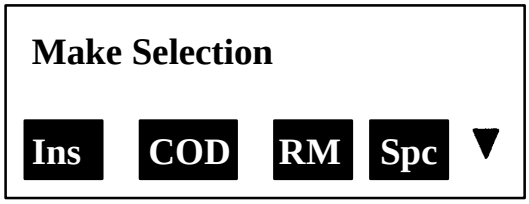
• Place the desired item on the AH30 platform and select the desired USPS rate.



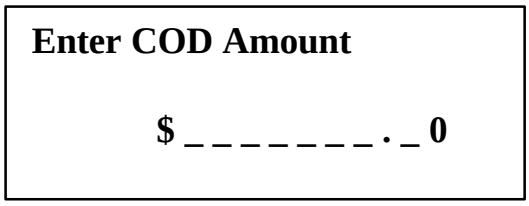
• Press the [SPEC SERV] key.



• Press the [▼]key.

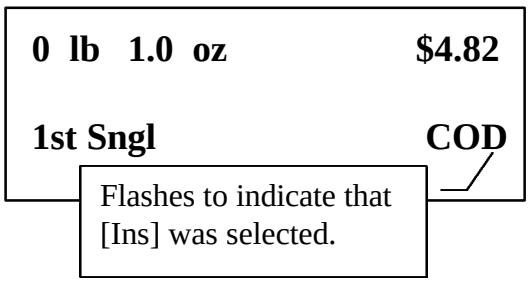


• Select [COD] by pressing the appropriate [F1] through [F4] softkey.



• Using the numeric softkeys, enter the desired insurance amount, and then press the [ENTER] key.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

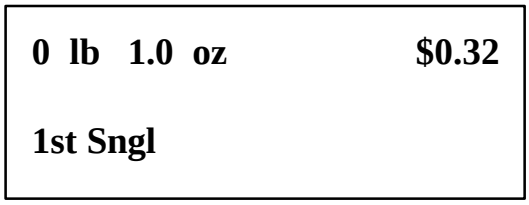


• To deselect, simply press the [COD] softkey again.

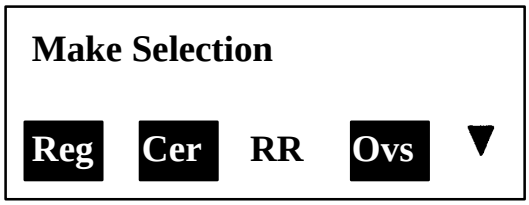
Return Receipt w/ Merchandise

Return Receipt for Merchandise (RRM) is a service provided by the USPS in which the post office provides evidence of delivery.

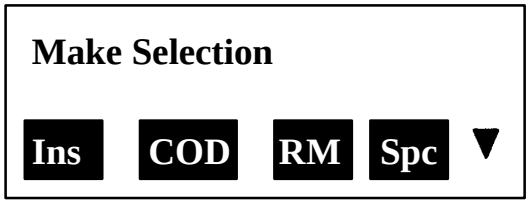
• Place the desired item on the AH30 platform and select the desired USPS rate.



• Press the [SPEC SERV] key.

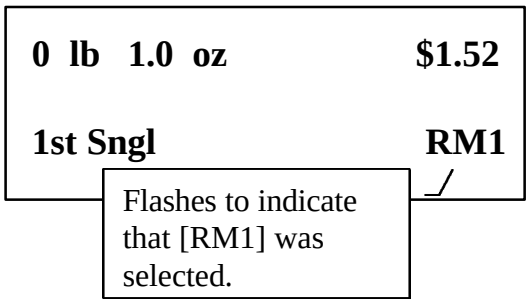


• Press the [▼]key.



• Select [RM] by pressing the appropriate [F1] through [F4] softkey.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

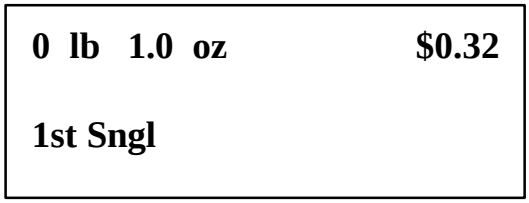


• To deselect, simply press the [RM1] or [RM2] softkey again.

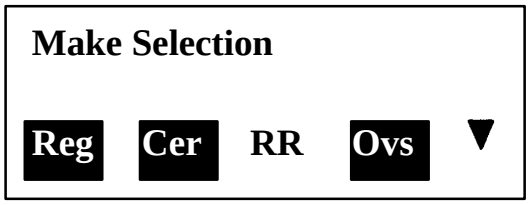
Special Charges

Special Charges are charges that the operator may want to add to an item.

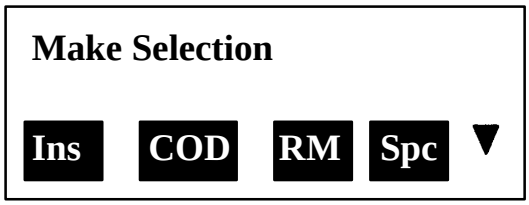
• Place the desired item on the AH30 platform and select the desired USPS rate.



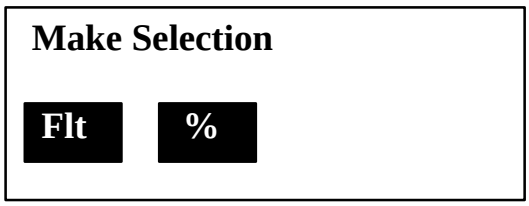
• Press the [SPEC SERV] key.



• Press the [▼]key.



• Select [Spc] by pressing the appropriate [F1] through [F4] softkey.

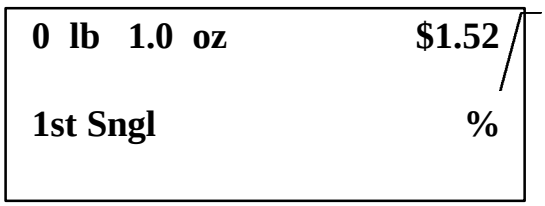


[Flt] allows the operator to enter a straight dollar amount.
[%] allows the operator to enter a percent value of the displayed amount.

• Select either [Flt] or [%] by pressing the appropriate softkey.

• Use the numeric keys to enter the desired amount, press the [ENTER] key.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

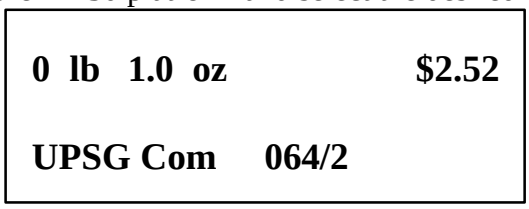


• To deselect, simply press the [Flt] or [%] softkey again.

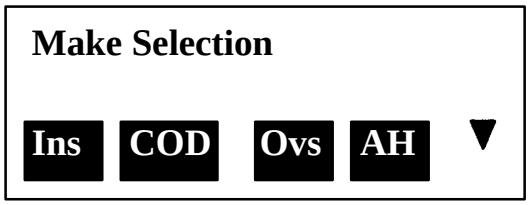
Additional Handling

Additional Handling is a service provided by UPS for shipments that require additional handling due to their size or packaging.

• Place the desired item on the AH30 platform and select the desired UPS rate.

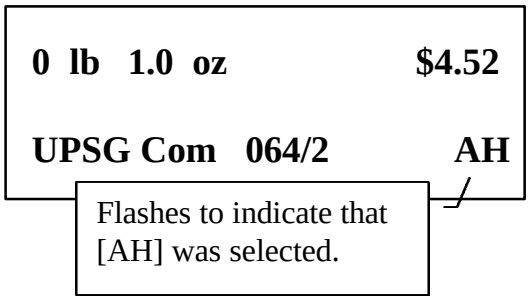


• Press the [SPEC SERV] key.



• Select [AH] by pressing the appropriate [F1] through [F4] softkey.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.

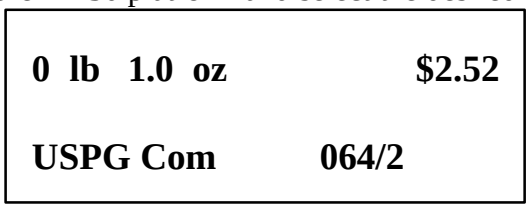


• To deselect, simply press the [AH] softkey again.

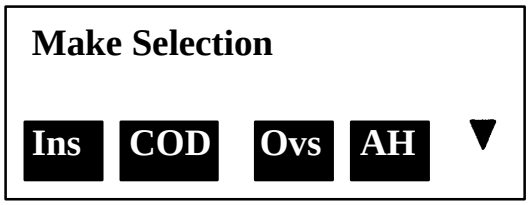
Delivery Confirmed Response

Delivery Confirmed Response is a service provided by the UPS which provides automatic proof of delivery for packages.

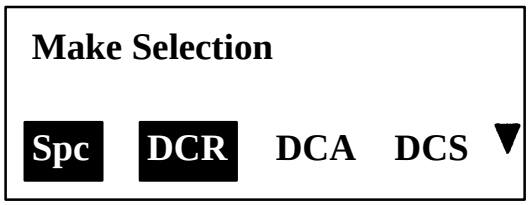
• Place the desired item on the AH30 platform and select the desired UPS rate.



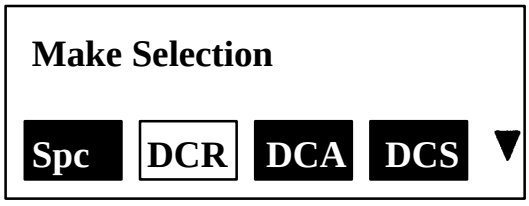
• Press the [SPEC SERV] key.



• Press the [▼] key.



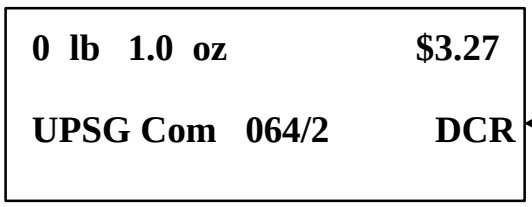
• Select [DCR] by pressing the appropriate [F1] through [F4] softkey.



If desired [DCA] or [DCS] can now be selected too.

[DCA] provides Delivery Confirmed Response with the recipient's address.
[DCS] provides Delivery Confirmed Response with the recipient's signature.

• Press the [EXIT/PR.MENU] key until the Main Menu display is shown.



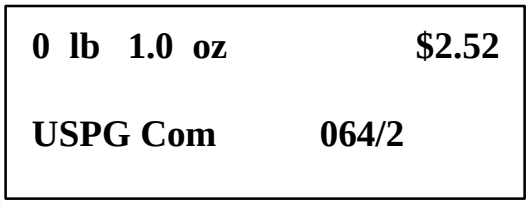
flashes to indicate that [DCR] was selected

• To deselect, simply press the [DCR] softkey again.

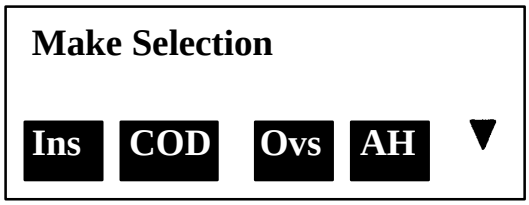
Delivery Confirmed Response With Address

Delivery Confirmed Response with address is a service provided by the UPS which provides automatic proof of delivery for packages and includes recipient's address.

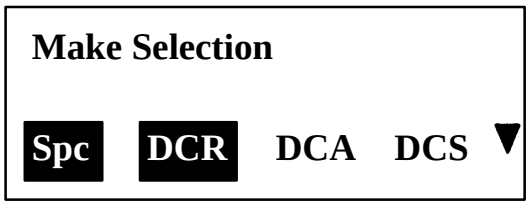
• Place the desired item on the AH30 platform and select the desired UPS rate.



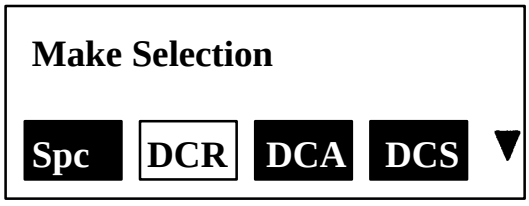
• Press the [SPEC SERV] key.



• Press the [▼] key.

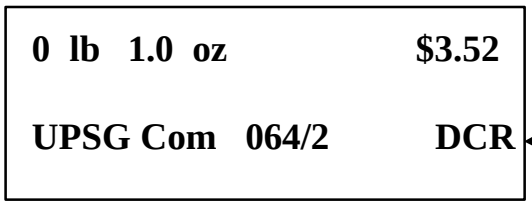


• Select [DCR] by pressing the appropriate [F1] through [F4] softkey.



• Select [DCA] by pressing the appropriate [F1] through [F4] softkey.

• Press the [EXIT/PR.MENU] key <u>until</u> the Main Menu display is shown.



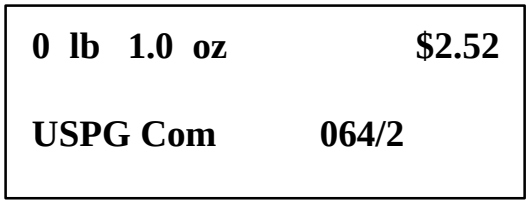
flashes between [DCR], [DCA] ← to indicate that was selected

• To deselect, simply press the [DCR] and [DCA] softkeys again.

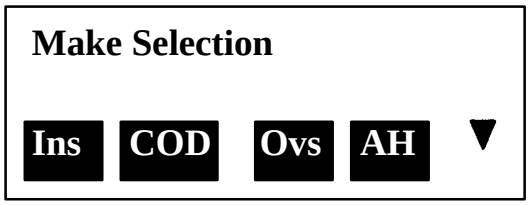
Delivery Confirmed Response With Signature

Delivery Confirmed Response with signature is a service provided by the UPS which provides automatic proof of delivery for packages and includes recipient's signature.

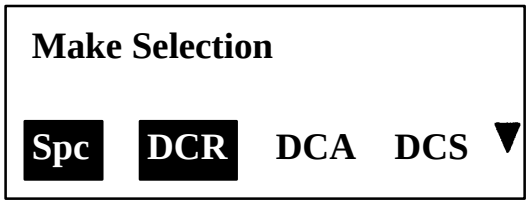
• Place the desired item on the AH30 platform and select the desired UPS rate.



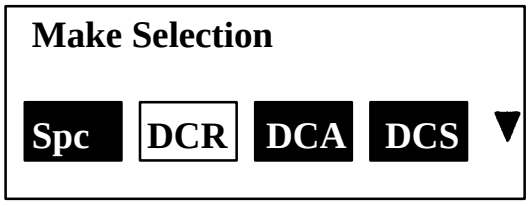
• Press the [SPEC SERV] key.



• Press the [▼] key.

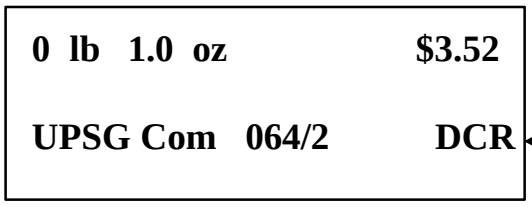


• Select [DCR] by pressing the appropriate [F1] through [F4] softkey.



• Select [DCS] by pressing the appropriate [F1] through [F4] softkey.

• Press the [EXIT/PR.MENU] key <u>until</u> the Main Menu display is shown.



flashes between [DCR], [DCS] ← to indicate that was selected

• To deselect, simply press the [DCR]and [DCS] softkeys again.

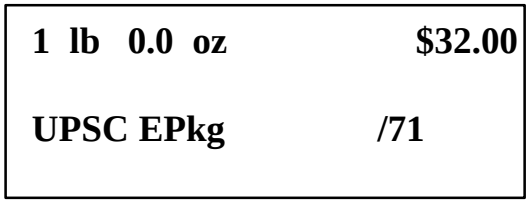
Extended Area Surcharge

Extended Area Surcharge is available as a special service in the UPS Express and UPS Expedited rates.

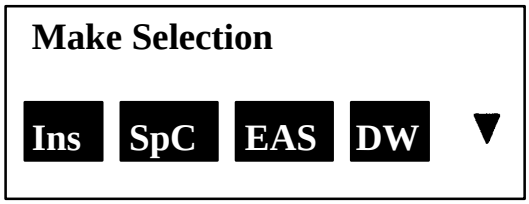
To determine if UPS Extended Area Surcharge should be applied for a destination, refer to UPS International Service Rate/Zone Charts.

The UPS Extended Area Surcharge is calculated based on Actual or Dimensional weight when applicable, whichever is Greater.

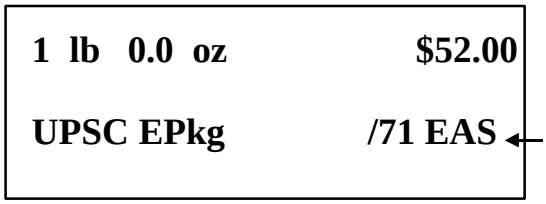
• Place the desired item on the AH30 platform and select the desired UPS rate.
For example: [UPS INTL], [Can], [EpdP], [71]



• Press the [SPEC SERV] key.



• Select [EAS] by pressing the appropriate [F1] through [F4] softkey.
Press the [EXIT/PR.MENU] key.



The display shows the new rate and indicates selection by flashing EAS.

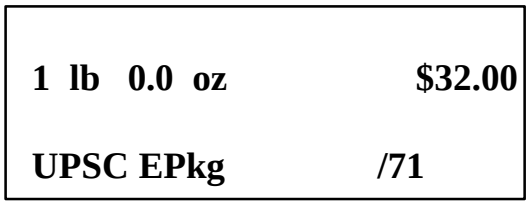
Dimensional Weighing

Dimensional Weighing is available as an option on the AH30.

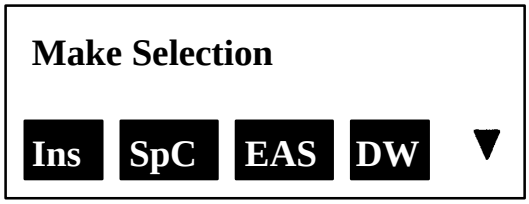
The AH30 allows Dimensional Weighing for UPS Next Day, UPS 2nd/3rd Day mail, UPS International, and RPS 2Day mail. Dimensional Weighing allows the shipment of a wide variety of uncommonly shaped packages.

> *"If the dimensional weight of a package measuring over 1 cubic foot exceeds the actual weight, the dimensional weight will be used to determine the package charge."*
>
> UPS Guide For Services

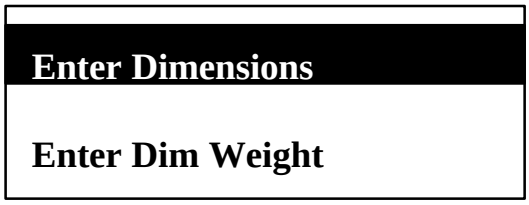
- Place the desired item on the AH30 platform and select the desired UPS rate.
  For example: [UPS INTL], [Can], [EpdP], [71]



- Press the [SPEC SERV] key.



- Select [DW] by pressing the appropriate [F1] through [F4] softkey.



Continued on the next page.

Dimensional Weighing continued

• Select [Enter Dimensions] by highlighting and pressing the [ENTER] key.

Enter length
- - - - - - - - - - 0

• Use the numeric keys to enter the length and press the [ENTER] key.

Enter width
- - - - - - - - - - 0

• Use the numeric keys to enter the width and press the [ENTER] key.

Enter height
- - - - - - - - - - 0

• Use the numeric keys to enter the height and press the [ENTER] key.

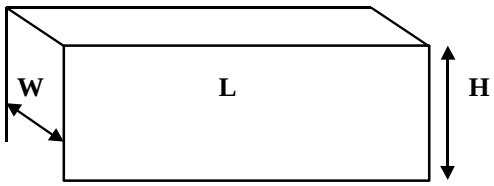
• Press the [EXIT/PR.MENU] key, the new rate is shown.

1 lb 0.0 oz	**$83.25**	DW flashes
UPSC EPkg	**/71 DW**	

If the actual weight exceeds the calculated or entered dimensions, the AH30 will display an error message. Use the actual weight for fee and leave dimensional weight unselected.

When entering the dimensions, the following conventions apply:

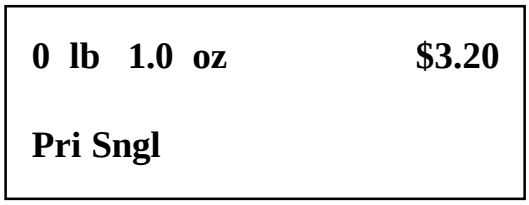
L = length in inches
W = width in inches
H = height in inches



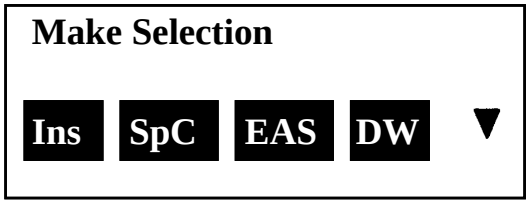
USPS Delivery Confirmation

Manual Delivery Confirmation is available as a special service with USPS Priority Mail and Standard (B) Mail.

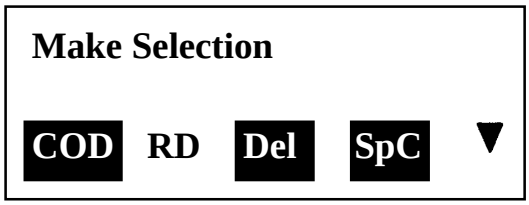
• Place the desired item on the AH30 platform and select the desired UPS rate.
For example: [PRI]



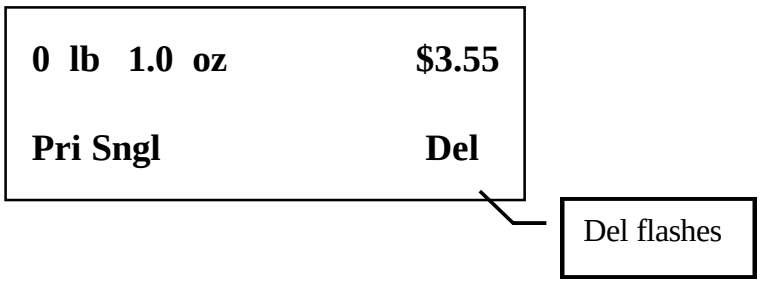
• Press the [SPEC SERV] key.



• Press the [▼] key.



• Select [Del] by pressing the appropriate [F1] through [F4] softkey.
Press the [EXIT/PR.MENU] key.



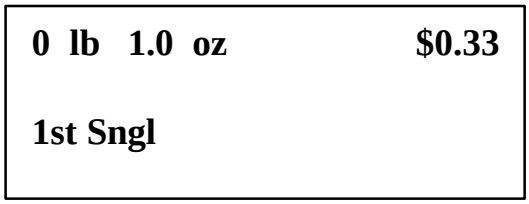
The display shows the new rate and indicates Delivery Confirmation by flashing Del.

USPS Restricted Delivery

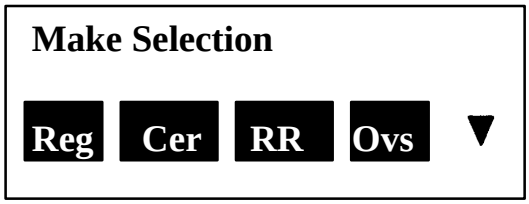
Restricted Delivery is available as a special service with the USPS rates

Restricted Delivery is only available with Registered, Certified, COD, or Insurance over $50.

• Place the desired item on the AH30 platform and select the desired UPS rate.
For example: [1ST]

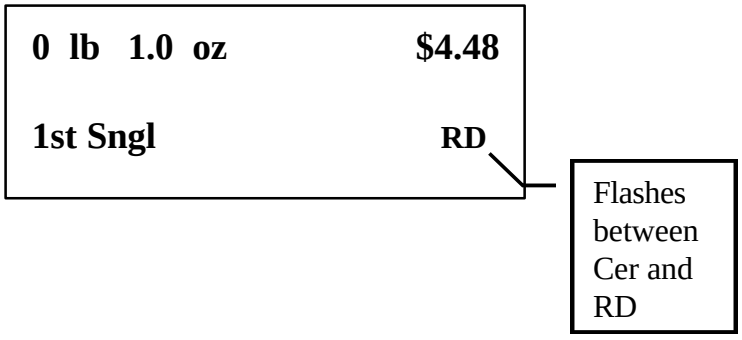


• Press the [SPEC SERV] key.



• Select Registered, Certified, COD, or Insurance over $50 by pressing the appropriate [F1] through [F4] softkey. Press the [▼] key.

• Select [RD] by pressing the appropriate [F1] through [F4] softkey. Press the [EXIT/PR.MENU] key.



The display shows the new rate and indicates selection by flashing between Cer (Certified) and RD (Restricted Delivery)..

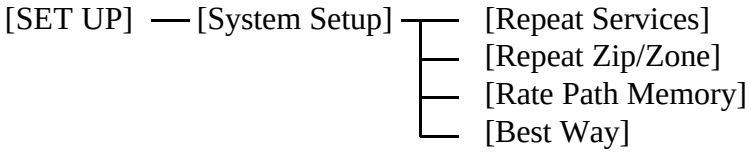
Overview

The AH30 has several time saving features that can be enabled. These features allow the operator to eliminate keystrokes when processing items.

The following features are covered in this section:

Feature	Function	Page
Repeat Services	Retains all special service fees from one transaction to the next.	5-2
Repeat Zip/Zone	Retains the zip code, zone, or country name from one transaction to the next.	5-3
Rate Path Memory	Retains the rate path used when selecting a rate.	5-4
Best Way	Compares rates and selects the best one.	5-5 to 5-7

Layout



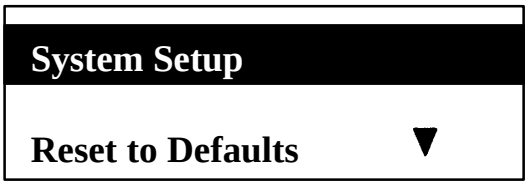
Repeat Services

This feature allows the AH30 to retain all special service fees and amounts from one transaction to the next.

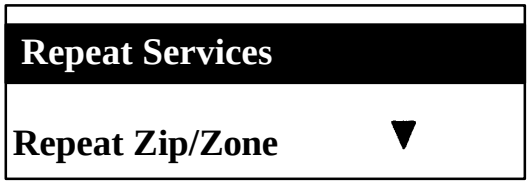
The special services can only be transferred to another transaction when the carrier has remained the same. In addition, when you select a class that does not support the retained special service, the service and its corresponding fee must be removed from the current transaction.

If the operator presses the [CLEAR] key while performing a transaction with special services, the system erases all the services (as well as clearing the rate path memory for that key.)

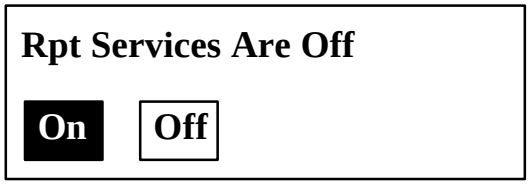
- Select [SET UP] by pressing the appropriate key.



- Use the [▼] to select [System Setup], then press the [ENTER] key.



- Use the [▼] to select [Repeat Services], then press the [ENTER] key.



- Select [On] by pressing the appropriate [F1] through [F4] softkey.

To disable [Repeat Services] select [Off] by pressing the appropriate softkey.

- Press the [EXIT/PR.MENU] key to exit.

Repeat Zip/Zone

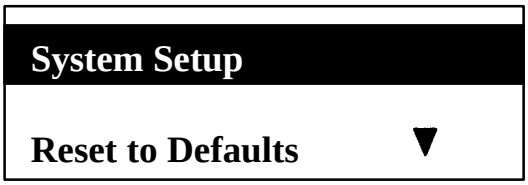
This feature allows the AH30 to retain the zip code, zone or country name from one transaction to the next.

The zip code, zone or country name can only be transferred to another transaction when the carrier has remained the same. When the new transaction is the same carrier and class, the zip code and zone are retained for the next transaction.

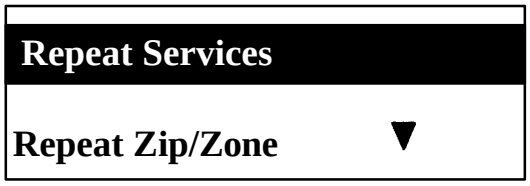
When a new carrier is selected, the AH30 will use the zip code to determine the approximate zone.

Country names can only be retained and used for USPS International rates.

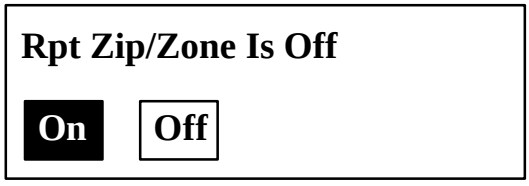
- Select [SET UP] by pressing the appropriate key.



- Use the [▼] to select [System Setup], then press the [ENTER] key.



- Use the [▼] to select [Repeat Zip/Zone], then press the [ENTER] key.



- Select [On] by pressing the appropriate [F1] through [F4] softkey.

To disable [Repeat Zip/Zone], select [Off] by pressing the appropriate softkey.

- Press the [EXIT/PR.MENU] key to exit.

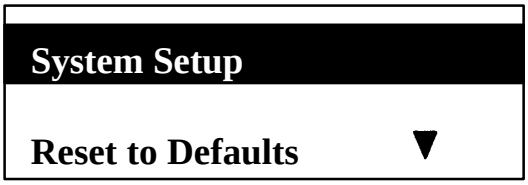
Rate Path Memory

This feature allows the AH30 to retain the path used when selecting a rate.

For example: if the operator uses the [Std(A)] key to access [Sngl] rates, a subsequent [Std(A)] key press will directly access [Sngl] rates without the intermediate menu prompt.

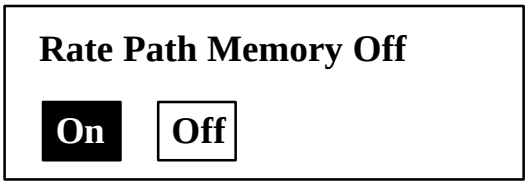
The current rate path memory can be erased for that key by pressing the [CLEAR] key.

- Select [SET UP] by pressing the appropriate key.



- Use the [▼] to select [System Setup], then press the [ENTER] key.

- Use the [▼] to select [Rate Path Memory], then press the [ENTER] key.



- Select [On] by pressing the appropriate [F1] through [F4] softkey.

To disable [Rate Path Memory], select [Off] by pressing the appropriate softkey.

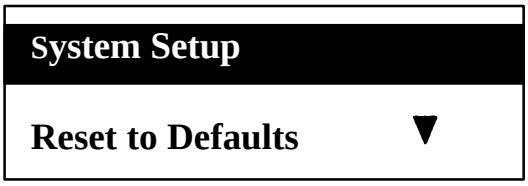
- Press the [EXIT/PR.MENU] key to exit.

Best Way

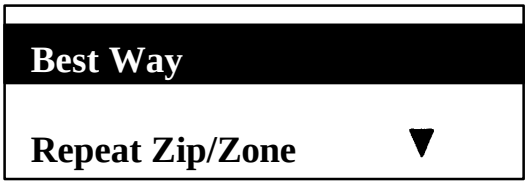
This feature allows the AH30 to compare rates and select the best one ... all at the touch of the [BEST WAY] key.

Setting Up Best Way

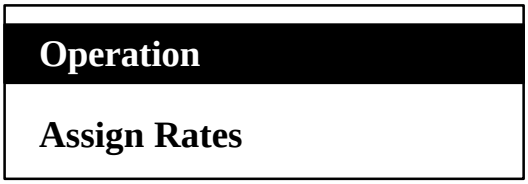
- Select [SET UP] by pressing the appropriate key.



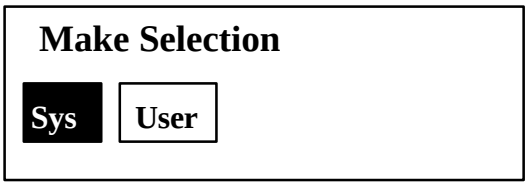
- Use the [▼] to select [System Setup], then press the [ENTER] key.



- Use the [▼] to select [Best way], then press the [ENTER] key.



- Use the [▼] to select [Operation], then press the [ENTER] key.



[Operation] allows the operator to select either [Sys] for System Assigned or [User] for User Select.

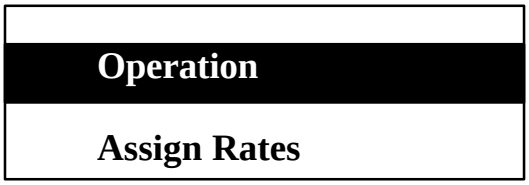
[Sys] The AH30 will automatically select the Best Way rate when the [BEST WAY] key is pressed

[User] The AH30 will wait for the operator to press the [BEST WAY] key before selecting the Best Way rate. When [BEST WAY] is pressed a list of carriers and their rates will appear on the display ... select the desired rate. The list will be in ascending order based on the rate amount.

Continued on the next page.

Setting Up Best Way continued

- Select either [Sys] or [User] by pressing the appropriate [F1] through [F4] softkey.
- Press the [EXIT/PR.MENU] key.



- Use the [▼] to select [Assign rates], then press the [ENTER] key.

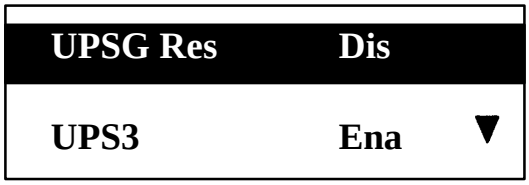
[Assign Rates] allows the operator to assign which rates are to be compared when [Best Way] is used.

The rates are broken down by type.

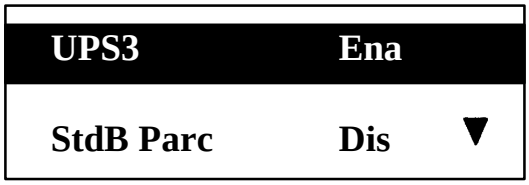
For example:

Use the [▼] to select [Ground Residential]

The display will show the various rates that can be enabled or disabled for for that type of carrier class



Use the [▼] key to select the desired rate



Use the [ENTER] key to toggle select [Ena] for Enable or [Dis] for Disable.

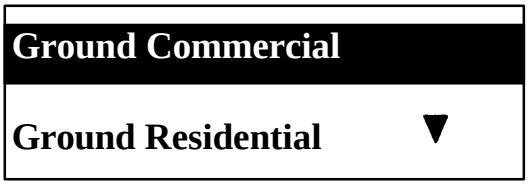
Press the [EXIT/PR.MENU] key when done.

Using Best Way

To use [Best Way] is easy.

[User] Select Mode

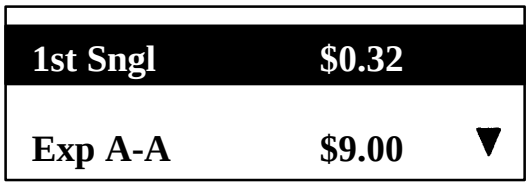
- Place the item on the platform.
- Press the [Best way] key.



- Use the [▼] to select the desired type of service, then press the [ENTER] key.

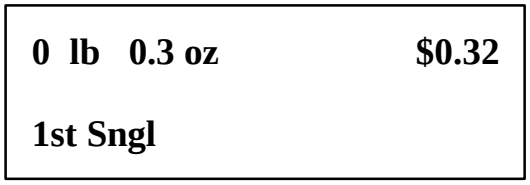
  For example: [Letter], [ENTER]

The display shows the enabled letter rates and their prices in ascending price order



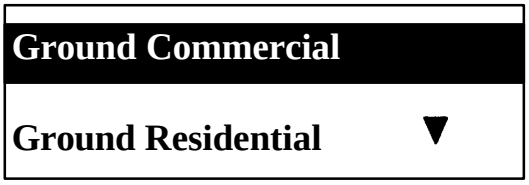
- Use the [▼] to select the desired service, then press the [ENTER] key.

The display shows the selected rate.



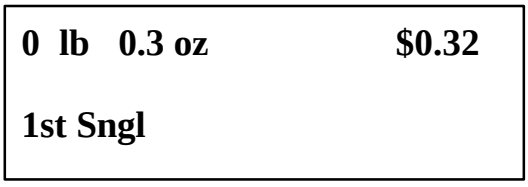
[Sys] Assigned Mode

- Place the item on the platform.
- Press the [Best way] key.



- Use the [▼] to select the desired type of service, then press the [ENTER] key.
  For example: [Letter], [ENTER]

The display shows the best (lowest cost) rate



Overview

The AH30 has the capability of programming and storing up to ten user-programmable rates. Using this feature the operator can program his/her own customized rates or rates for local carriers that deliver in the area.

Function	Description	Page
Program a rate	Programs a rate with the values inserted by the operator.	6-2 to 6-4
Use a programmed rate	The operator selects the user-programmed rate to determine the rate value.	6-5
Clear a programmed rate	The user-programmed rate is deleted. All information is lost.	6-6
Edit a programmed rate	A previously programmed rate can have its name, zone name, and/or rate value changed.	6-7 to 6-8
Print a programmed rate	A user-programmed rate can be sent to a printer so that a hard copy can be obtained.	6-9

Layout

[SET UP] [Rate Setup] [Programmable Rates] [Edit]
[Prog]
[Clr]
[Prnt]

Quick Start Program A Rate

Step	Action	Result
1	Press the [SET UP] key.	
2	Use the [▼] to select [Rate Setup], [ENTER].	
3	Use the [▼] to select [Programmable Rates], [ENTER].	
4	Select [Prog].	
5	Enter a rate name, [ENTER].	
6	**If** rate is going to a postage meter, Select [Metr].	
7	Select precision of the rate, [Cont].	[1/10] or [Cent]
8	Enter the number of zones for the rate, [ENTER].	Up to 10
9	Select a weight increment, [Cont].	[0.5] or [1.0] lbs.
10	Enter the desired values, [ENTER].	Automatically advances
11	**When** done, [EXIT/PR.MENU].	

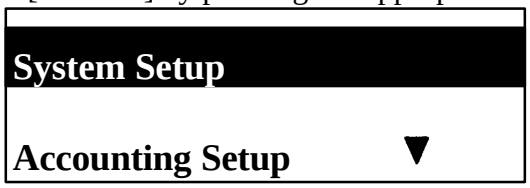
Use A Rate

Step	Action	Result
1	Press the [OTHER CARR] key.	Rates displayed
2	Use the [▼] to select the desired rate, [ENTER].	Rate value shown

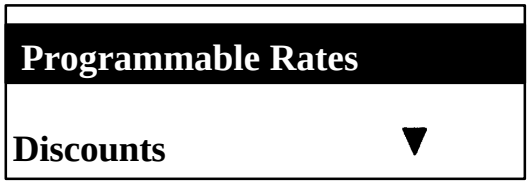
Programming A Rate

To program a rate, do the following:

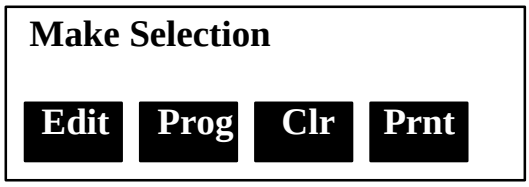
- Select [SET UP] by pressing the appropriate key.



- Use the [▼] to select [Rate Setup], then press the [ENTER] key.



- Use the [▼] to select [Programmable Rates], then press the [ENTER] key.



[Edit] Allows the operator to edit a previously programmed rate.

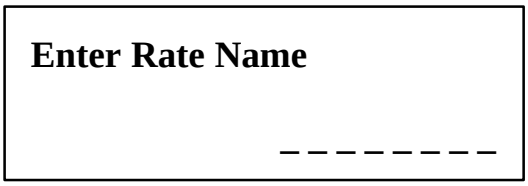
[Prog] Allows the operator to program a rate.

[Clr] Allows the operator to clear a previously programmed rate.

[Prnt] Allows the operator to print a previously programmed rate.

Some menu selections may not be available until after at least one rate is programmed.

- Select [Prog] by pressing the appropriate softkey.



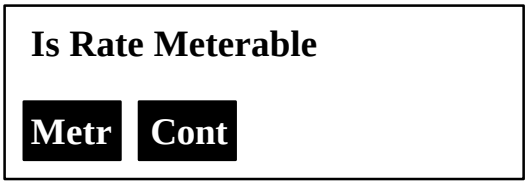
Name can be up to alphanumeric characters

Continued on the next page.

Programming A Rate continued

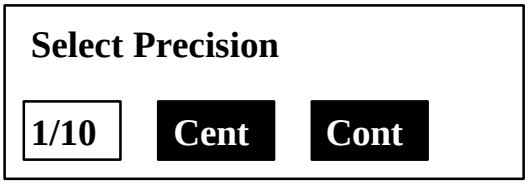
- Use the alphanumeric keys to enter a rate name, and then press the [ENTER] key.

For example: [T], [E], [S], [T], [ENTER]



- If the rate is going to be sent to a postage meter, select [Metr] by pressing the appropriate [F1] through [F4] softkey.

  Select [Cont] by pressing the appropriate softkey.

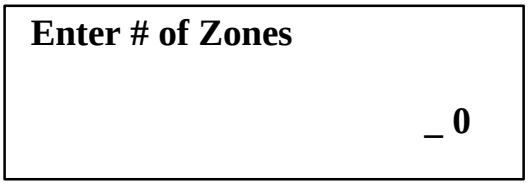


[1/10] = one tenth of a cent (.001)

[Cent] = one cent (.01)

- Select desired precision of the programmed rate, either [1/10] or [Cent] by pressing the appropriate softkey.

Then, select [Cont] by pressing the appropriate softkey.



Minimum amount = 1

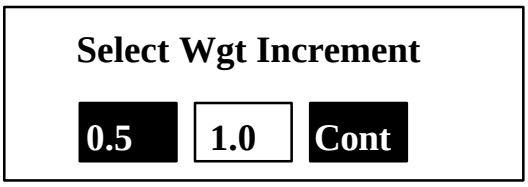
Maximum amount = 10

- Using the numeric keys, enter the number of zones desired for the programmed rate and then press the [ENTER] key.

When selecting the desired precision of the programmed rate ([1/10] or [Cent] remember to consider if your postage meter is a decimal or non-decimal model.

Continued on the next page.

Programming A Rate continued



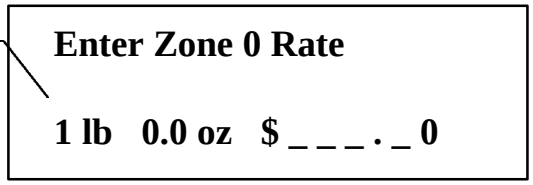
[0.5] = 1/2 pound

[1.0] = 1 pound

- Select either [0.5] or [1.0] by pressing the appropriate [F1] through [F4] softkey.

Then select [Cont] by pressing the appropriate softkey.

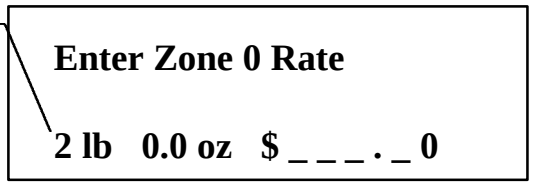
The 1 lb weight increment was previously selected.



- Use the numeric keys to enter the desired rate, and then press the [ENTER] key.

For example: [2], [5], [ENTER]

The display automatically shows the next weight increment.



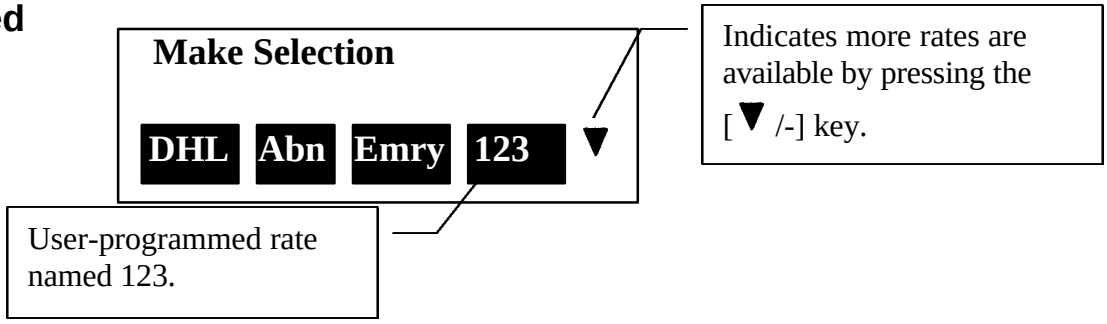
- Keep entering rates using the numeric keys until the programmed rate table is complete.

Then press the [EXIT/PR.MENU] key.

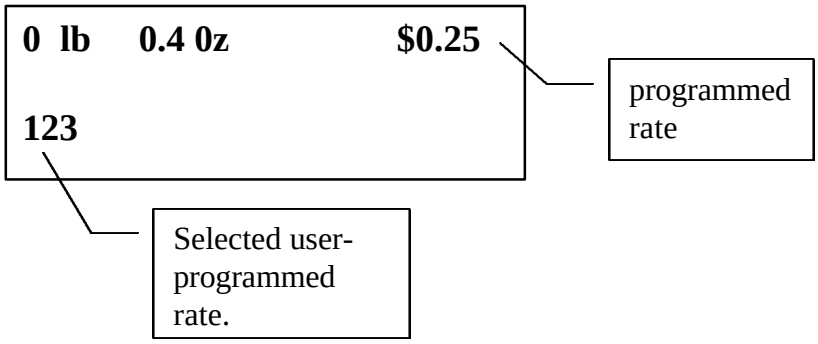
If a mistake is made entering a rate do not exit the rate ... continue programming the rate until completion. Then go back and edit the saved rate.

To Use A Programmed Rate

- To select a user-programmed rate, press the [OTHER CARR] key.

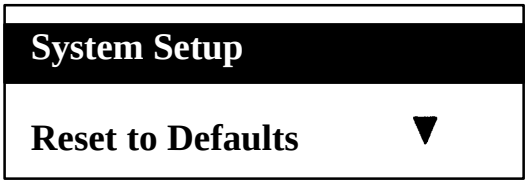


- Select the desired user-programmed rate by pressing the appropriate softkey.

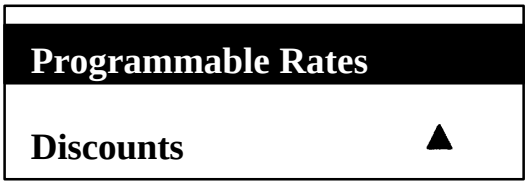


To Clear A Programmed Rate

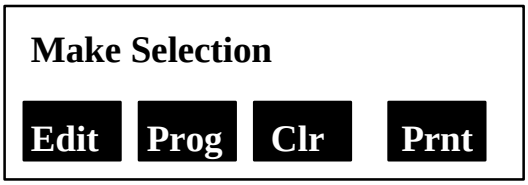
- Select [SET UP] by pressing the appropriate key.



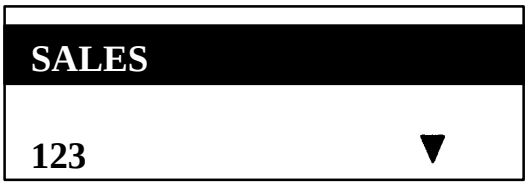
- Use the [▼] to select [Rate setup], then press the [ENTER] key.



- Use the [▼] to select [Programmable Rates], then press the [ENTER] key.



- Select [Clr] by pressing the appropriate [F1] through [F4] softkey.



- Use the [▼] to select the desired rate to clear, then press the [ENTER] key.

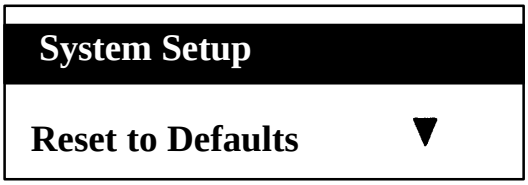
total message displayed will be: " **WARNING** Information may be lost. Are you sure that you want to perform this action**?** Press Cont to perform or Exit to return to previous menu "

- Select [Cont] by pressing the appropriate softkey and the rate will be deleted.

If you select [Exit], the rate will not be cleared.

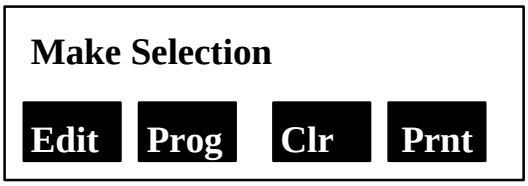
To Edit A Programmed Rate

- Select [SET UP] by pressing the appropriate key.



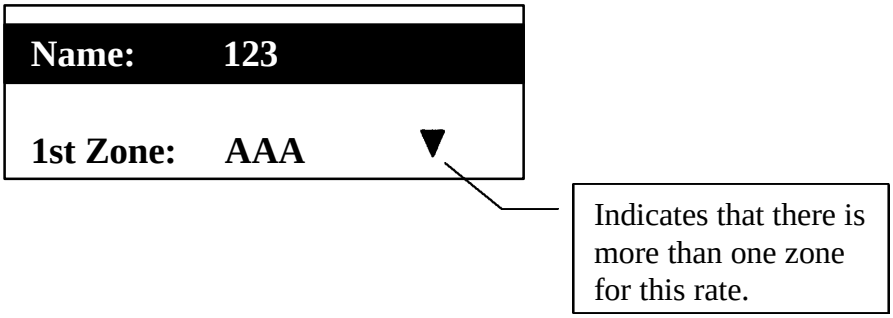
- Use the [▼] to select [Rate setup], then press the [ENTER] key.

- Use the [▼] to select [Programmable Rates], then press the [ENTER] key.



- Select [Edit] by pressing the appropriate [F1] through [F4] softkey.

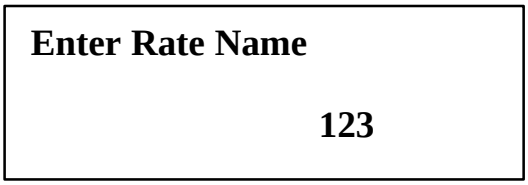
- Use the [▼] to select the desired rate to edit, then press the [ENTER] key.



Continued on the next page.

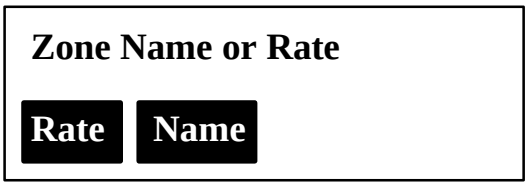
To Edit A Programmed Rate continued

• Select [Name] by using the [▼] and pressing the [ENTER] key.



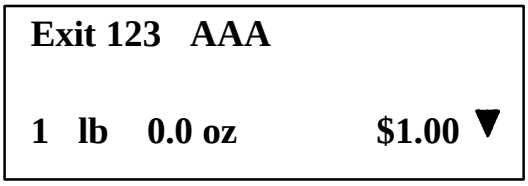
• Use the numeric keys to enter the new rate name and press the [ENTER] key.

To edit Zone Names or rates use the [▼] to select the desired zone, press the [ENTER] key.

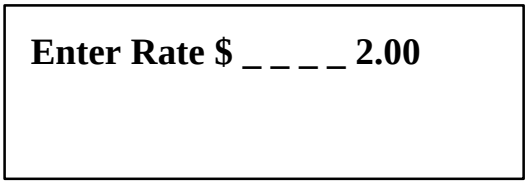


Select [Name] to change the Zone Name.

Select [Rate] to change the rates for the previously selected zone.
For example: Select [Rate] by pressing the appropriate softkey.



Use the [▼] to select the desired rate value to change, and press the [ENTER] key.
For example: 2 lb 0.0 oz at $2.00

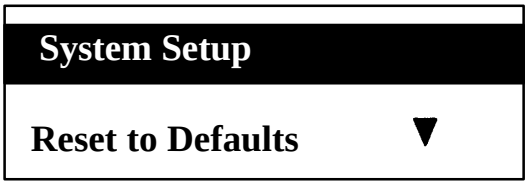


Use the numeric keys to enter the new rate value, and press the [ENTER] key.

When through making all desired changes, press the [EXIT/PR.MENU] key.

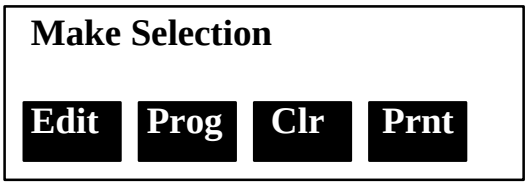
To Print A Programmed Rate

- Select [SET UP] by pressing the appropriate key.



- Use the [▼] to select [Rate setup], then press the [ENTER] key.

- Use the [▼] to select [Programmable Rates], then press the [ENTER] key.



- Select [Print] by pressing the appropriate [F1] through [F4] softkey.

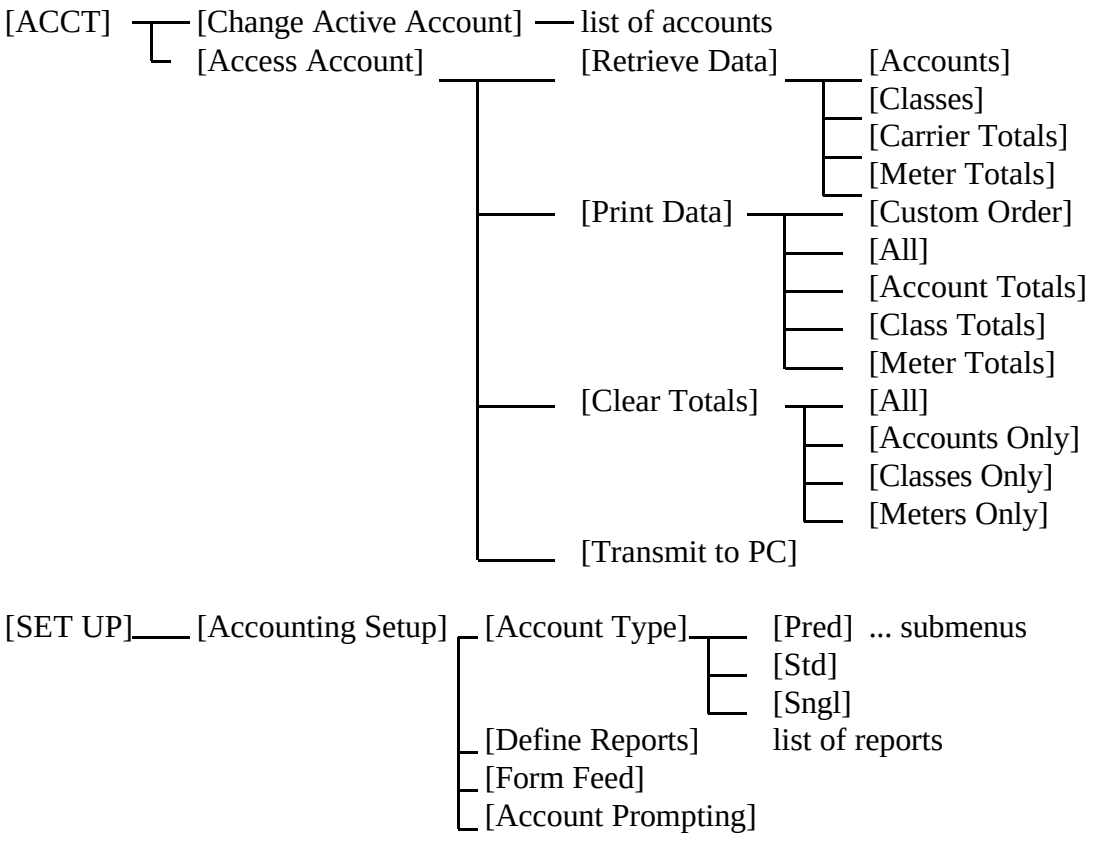
- Use the [▼] to select the desired rate to print, then press the [ENTER] key.

Overview

The AH30 has an optional accounting package that allows the operator to charge back the rate value, number of pieces, carrier, fees, and total charges to an account. The maximum number of accounts is 250. Account names can be up to 16 alphanumeric characters. Access, clearing and editing of accounts can be password controlled. Accounting information can also be transmitted to a PC for database use.

Feature	Page
Quick-Starts for setting up, using, and printing accounts	7-2
Setting up an account	7-3 to 7-5
Setting up account names	7-4
Account prompting	7-5 to 7-7
Changing the current account	7-8
Viewing an account's data	7-9
Editing an account's data	7-10
Printing an account's data	7-11
Clearing an account's data	7-12
Deleting an individual account	7-13
Deleting all accounts	7-14
Renaming an account	7-15
Sending accounting data to a PC	7-16
Configuring the AH30 to send accounting data to a PC	7-16 see ch. 12
Defining Reports & Sample Account Reports	7-17 to 7-22

Layout



Setting Up An Account Quick-Start

Step	Action	Action #2 / Selection
1	[SET UP]	
2	[Accounting Setup]	
3	[Account Type]	Select Predefined for pre-naming accounts, Standard to enter accounts on the fly, or Single for all charges to a single account.
4	[EXIT/PR.MENU]	
5	[Account Prompting]	[On] will prompt for account each time. [Off] will not prompt, will use last account selected.
6	[EXIT/PR.MENU]	
7	[Define Reports]	Select, [Ena], which accounting reports to print under the [ACCT] key, [Custom Order].
8	[EXIT/PR.MENU]	Until main weight/rate display is reached.

Using Accounting Quick-Start

Step	Action	Action #2 / Selection
	If Account Prompting is on, the operator will automatically be prompted to enter an account.	
1	[Acct]	
2	[Change Active Account]	Select account from list.
3	[EXIT/PR.MENU]	Until main weight/rate display is reached.

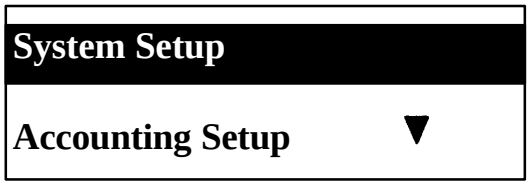
Printing Accounting Quick-Start

Step	Action	Action #2 / Selection
1	[ACCT]	
2	[Access Accounts]	
3	[Print Data]	Select [All] to print all accounting reports. Select [Custom Order] to print predefined reports. Or use the [▼] to select the individual report to print.
4	[EXIT/PR.MENU]	Until main weight/rate display is reached.

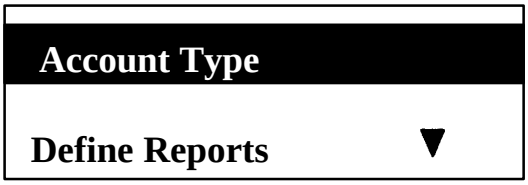
Setting Up An Account

To program a account, do the following:

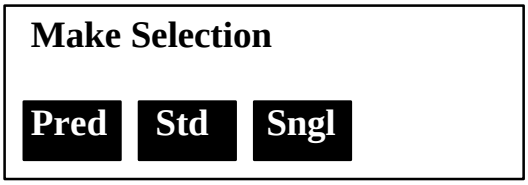
- Select [SET UP] by pressing the appropriate key.



- Use the [▼] to select [Accounting Setup], then press the [ENTER] key.



- Use the [▼] to select [Account Type], then press the [ENTER] key.



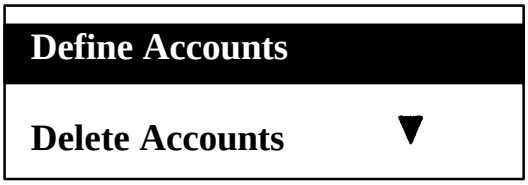
[Pred]	Predefined	Allows the operator to pre-name the accounts. Allows account validation.
[Std]	Standard	Allows the operator to enter account names as he/she operates the system.
[Sngl]	Single	Charges all cost to a single account.

Continued on the next page.

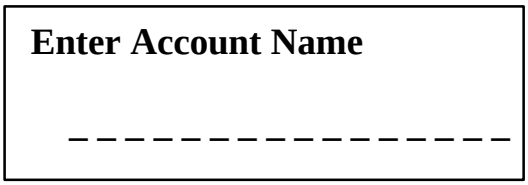
Setting Up An Account continued

Setting Up Account Names

- Select [Pred] by pressing the appropriate softkey.

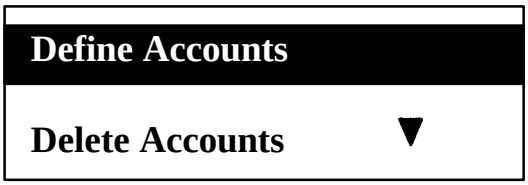


- Use the [▼] to select [Define Accounts], then press the [ENTER] key.



- Use the alphanumeric keys to enter an account name, then press the [ENTER] key.

The AH30 stores the account name and returns to the previous menu screen.



To enter more account names simply select [Define Accounts] again.

Setting Up An Account continued

Account Prompting

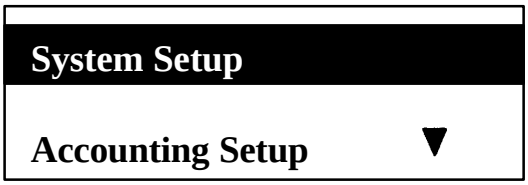
Next, [Account Prompting] should be turned [On] or [Off].

If [Account Prompting] is turned [On], the operator will be prompted as he/she processes each item for an account number.

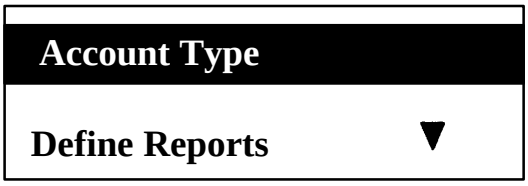
If [Account Prompting] is turned [Off], the operator will not be prompted as he/she processes each item for an account number. This means if the operator does not remember to select an account, the last previously used account will still be the valid selection.

• To program a account, do the following:

• Select [SET UP] by pressing the appropriate key.



• Use the [▼] to select [Accounting Setup], then press the [ENTER] key.



• Use the [▼] to select [Account Prompting], then press the [ENTER] key.

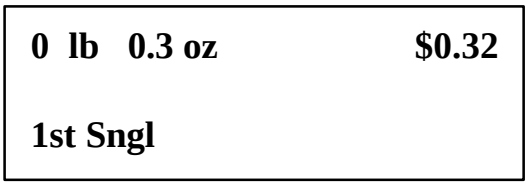
• Select either [On] or [Off] by pressing the appropriate [F1] through [F4] softkey.

[On] turns account prompting “ON”.
[Off] turns account prompting “OFF”.

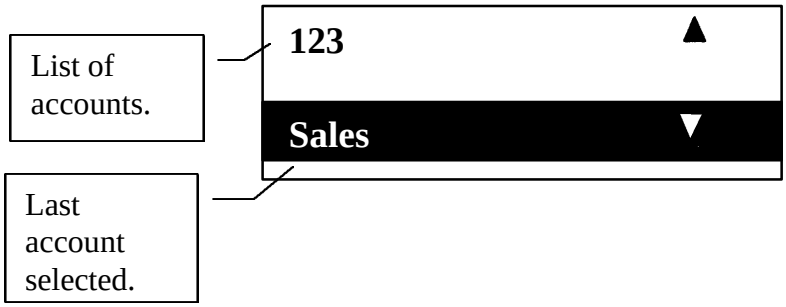
Using Accounting with Account Prompting "ON"

With the accounting option each item processed will be charged to an account.

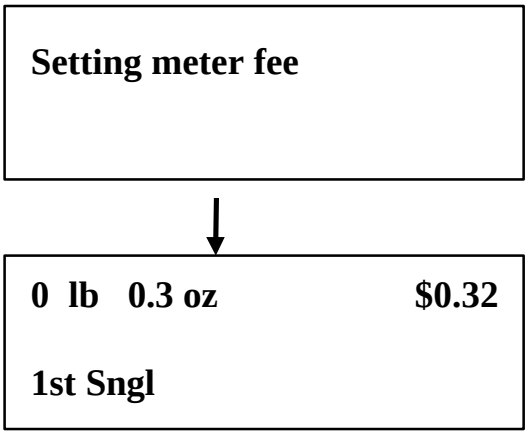
- Place an item on the platform and select class, subclass, and any desired special services.



- Select either [MTR LTR] or [MTR PKG] by pressing the appropriate key and the list of accounts will appear.



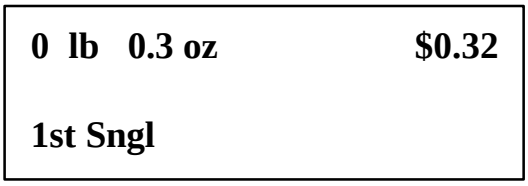
- Use the [▼] to select the desired account, then press the [ENTER] key.



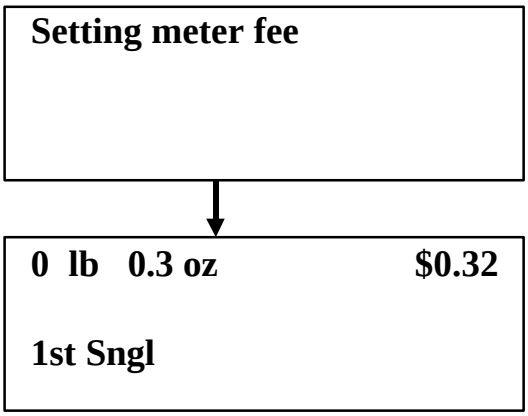
Using Accounting with Account Prompting "OFF"

With the accounting option each item processed will be charged to an account.

- Place an item on the platform and select class, subclass, and any desired special services.



- Select either [MTR LTR] or [MTR PKG] by pressing the appropriate key.



The previously select account is charged automatically. If a different account is desired, the operator has to remember to change accounts before processing item by:

[ACCT],
[Change Active Account],
select from list
process package

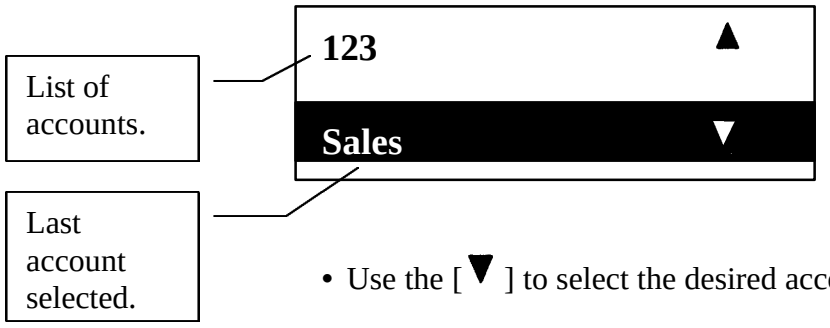
Changing The Current Account

Depending on [Account Prompting], there are two ways to change the active account.

1) With [Account Prompting] “ON”, the operator is automatically prompted for an account after selecting [MTR LTR] or [MTR PKG].

2) With [Account Prompting] “ON” or “OFF”
The operator can also select [ACCT] by pressing the appropriate key.

• Use the [▼] to select [Change Active Acct], press the [ENTER] key.



• Use the [▼] to select the desired account, then press the [ENTER] key.

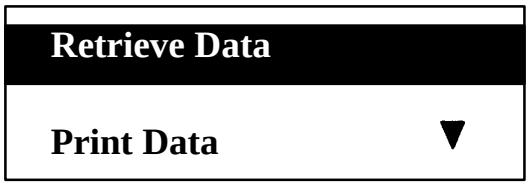
• The selection is now the active account.

To View An Account's Data

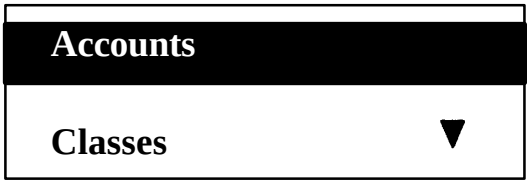
To view the data in an individual account, do the following:

- Press the [ACCT] key.

- Select [Access Accounts] by using the [▼], then press the [ENTER] key.



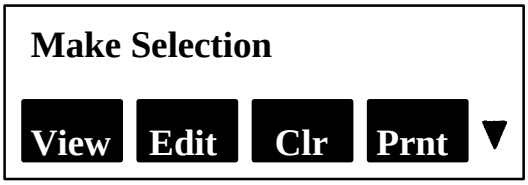
- Use the [▼] to select [Retrieve Data], press the [ENTER] key.



The data can be retrieved by:

[Account]	list of accounts
[Classes]	[1st Pres], [1st Sngl], etc.
[Carrier Totals]	[USPS], [UPS], [Other]
[Meter Totals]	[Ltr], [Tape], [TMal], [MTsk], [InvM]

- Select the desired path to retrieve the data, then press the [ENTER] key.



- Select [View] by pressing the appropriate [F1] through [F4] softkey.

Account selected to view.

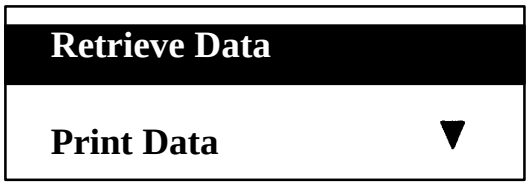
Use the [▼] to view the following information:
[Cnt] or number
Wgt] or weight
[TFe] or Total Fee
[AFe] or Add Fees

To Edit An Account's Data

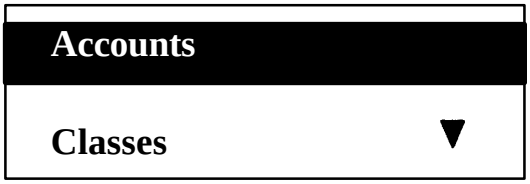
To view the data in an individual account, do the following:

- Press the [ACCT] key.

- Select [Access Accounts] by using the [▼], then press the [ENTER] key.



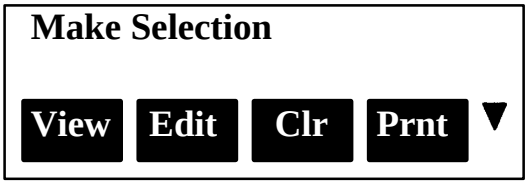
- Use the [▼] to select [Retrieve Data], press the [ENTER] key.



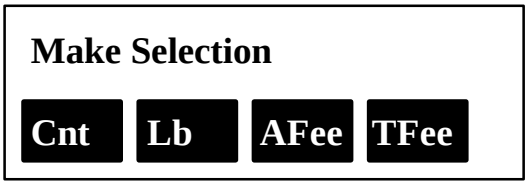
The data can be retrieved by:

[Account]	list of accounts
[Classes]	[1st Pres], [1st Sngl], etc.
[Carrier Totals]	[USPS], [UPS], [Other]
[Meter Totals]	[Ltr], [Tape], [TMal], [MTsk], [InvM]

- Select the desired path to retrieve the data, then press the [ENTER] key.



- Select [Edit] by pressing the appropriate softkey.



[Cnt] = Count
[Lb] =
[AFee] = Add Fee
[TFee] = Total Fee

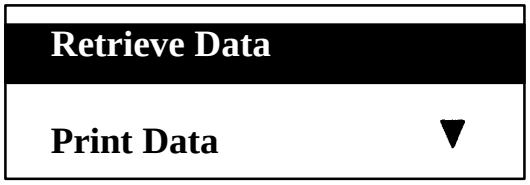
- Select the desired field to edit by pressing the appropriate softkey.
- Use the [▲/+] or the [▼ /-] and the numeric keys to reflect the delta (+ or -) change, then press the [ENTER] key.

To Print An Account's Data

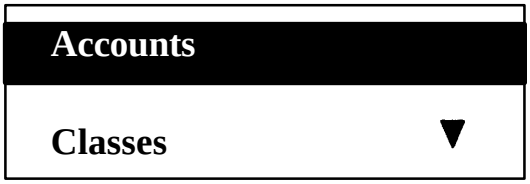
To print the data in the accounts, do the following:

- Press the [ACCT] key.

- Select [Access Accounts] by using the [▼], then press the [ENTER] key.



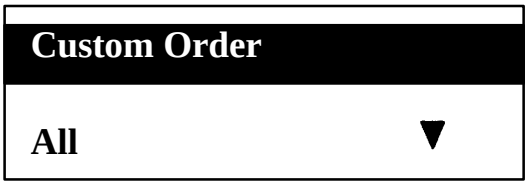
- Use the [▼] to select [Print Data], press the [ENTER] key.



The data can be printed by:

[Custom Order]	the predefined reports already selected
[All]	all available reports that the system will do
[Account Totals]	[Detailed] or [Summary] reports broken down by accounts
[Class Totals]	[Detailed] or [Summary] reports broken down by class
[Meter Totals]	report showing number and amount processed to meter.

- Select the desired way to print the data, then press the [ENTER] key.



- The selected reports are printed.

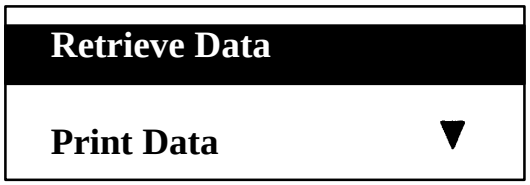
See the end of this chapter for samples of printed reports.

To Clear The Account Data

To clear the data in all accounts, do the following:

- Press the [ACCT] key.

- Select [Access Accounts] by using the [▼], then press the [ENTER] key.



- Use the [▼] to select [Clear Totals], press the [ENTER] key.

The data can be cleared by:

[All]	clears (deletes) all accounting data
[Accounts Only]	clears (deletes) all accounts data
[Classes Only]	clears (deletes) all accounting class data
[Meters Only]	clears (deletes) all meter data

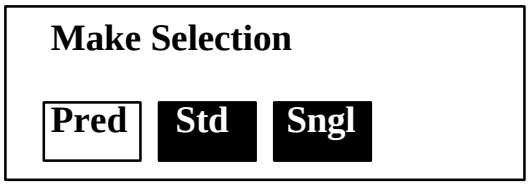
- Select the desired path to clear the data, then press the [ENTER] key.

Display will show a complete message of "**WARNING** Information may be lost. Are you sure that you want to perform this action? Hit Cont to perform or Exit to return to previous menu".

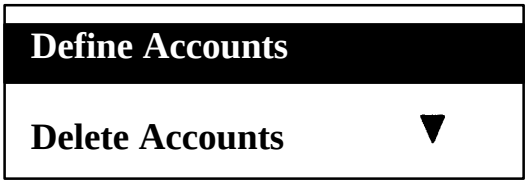
- Select [Cont] to clear the data by pressing the appropriate softkey.
  Select [Exit] to return to the previous menu and not clear the data.

Deleting An Individual Account

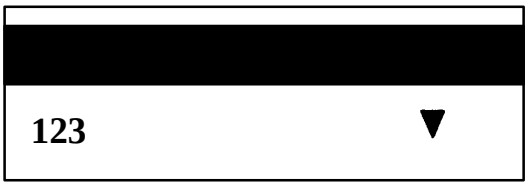
- Select [SET UP] by pressing the appropriate key.
- Use the [▼] to select [Accounting Setup], then press the [ENTER] key.
- Use the [▼] to select [Account Type], then press the [ENTER] key.



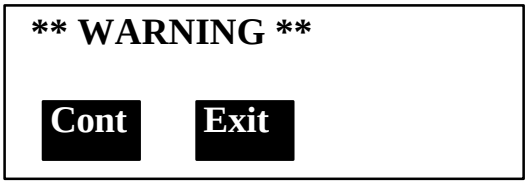
- Select [Pred] by pressing the appropriate [F1] through [F4] softkey.



- Use the [▼] to select [Delete Accounts], then press the [ENTER] key.



- Use the [▼] to select the desired account to delete then press the [ENTER] key.



total message displayed will be: " **WARNING** Information may be lost. Are you sure that you want to perform this action**?** Hit Cont to perform or Exit to return to previous menu "

- Select [Cont] by pressing the appropriate softkey and the account will be deleted.

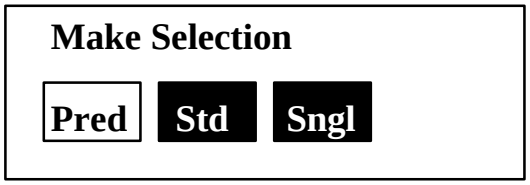
If you select [Exit], the account will not be cleared.

To delete another account simply repeat the above steps.

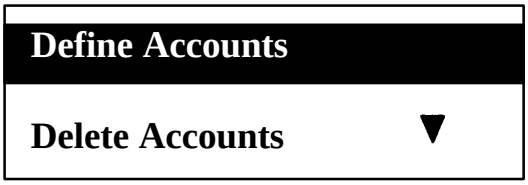
You can erase all accounts at once by selecting: [SET UP], [Accounting Setup], and [Erase All]. See page 7-14.

Deleting All Accounts

- Select [SET UP] by pressing the appropriate key.
- Use the [▼] to select [Accounting Setup], then press the [ENTER] key.
- Use the [▼] to select [Account Type], then press the [ENTER] key.



- Select [Pred] by pressing the appropriate [F1] through [F4] softkey.



- Use the [▼] to select [Erase All], then press the [ENTER] key.

total message displayed will be: " **WARNING** Information may be lost. Are you sure that you want to perform this action**?** Hit Cont to perform or Exit to return to previous menu "

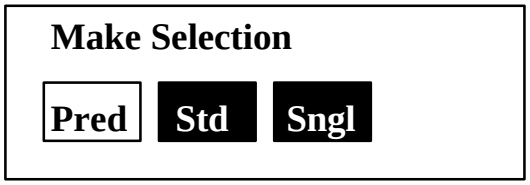
- Select [Cont] by pressing the appropriate softkey and the accounts will be deleted.

  If you select [Exit], the accounts will not be cleared.

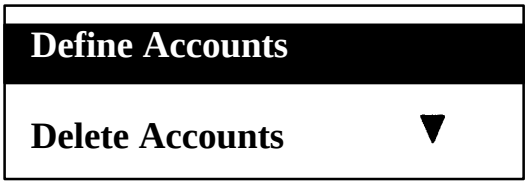
To delete an individual account see page 7-13.

Renaming An Account

- Select [SET UP] by pressing the appropriate key.
- Use the [▼] to select [Accounting Setup], then press the [ENTER] key.
- Use the [▼] to select [Account Type], then press the [ENTER] key.



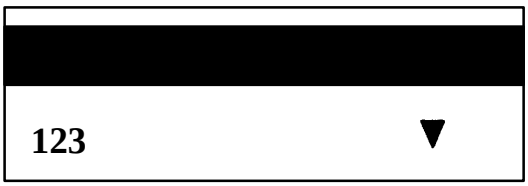
- Select [Pred] by pressing the appropriate [F1] through [F4] softkey.



- Use the [▼] to select [Rename Accounts], then press the [ENTER] key.

- Use the [▼] to select the desired account to rename, press the [ENTER] key.

- Use the numeric keypad to enter in the new name and press the [ENTER] key.



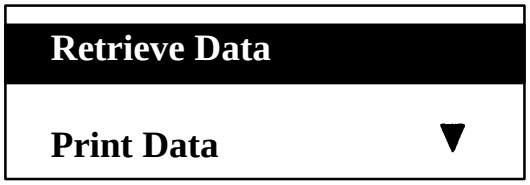
- Press the [EXIT/PR.MENU] key.

To Send The Account Data To A PC

To transmit the data in all accounts, do the following:

- Press the [ACCT] key.

- Select [Access Accounts] by pressing the appropriate softkey, then press the [ENTER] key.



- Use the [▼] to select [Transmit to PC], press the [ENTER] key.

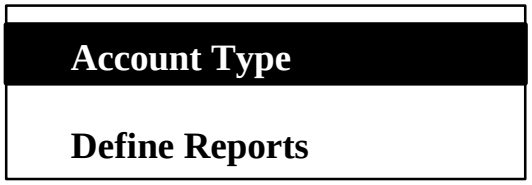
For more information about sending account information to a PC, see Chapter 12.

Defining Reports

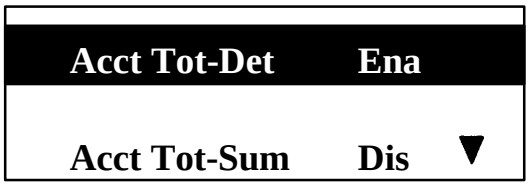
The AH30 can be configured to print certain reports. The reports are printed when [Custom Order] is selected under the [ACCT] ... [Print Data] menu.

To [Define Reports] do the following:

- Press the [SET UP] key.
- Use the [▼] key to select [Accounting Setup], press the [ENTER] key.



- Select [Define Reports] by pressing the appropriate softkey, then press the [ENTER] key.



- Use the [▼] key to select which report(s) you want to enable (Ena) or disable (Dis), then press the [ENTER] key to toggle the setting.
- Press the [EXIT/PR.MENU] key when done configuring which reports will print.

The reports enabled under the [Define Reports] menu will print when [Custom] is selected under [ACCT] ... [Print Data] menu.

Form Feed

Form Feed can be turned [On] or [Off] for accounting reports.

- Press the [SET UP] key.
- Use the [▼] key to select [Accounting Setup], press the [ENTER] key.
- Use the [▼] key to select [Form Feed], press the [ENTER] key.
- Select [On] or [Off] by pressing the appropriate softkey.

Cumulative Account Totals Detailed

TOTALS CLEARED ON: 01-17-99 11:24:24 DATE: 01-18-99 15:09:30
Page (1)

ACCOUNTING REPORT
CUMULATIVE ACCOUNT TOTALS

ACCOUNT	CARRIER	PIECE	WEIGHT(LB/OZ)	ADD FEES	TOTAL CHARGES
111	UPS	0	0/00.0	$0.00	$0.00
	USPS	2	1/08.8	$0.00	$6.00
	OTHER	0	0/00.0	$0.00	$0.00
	TOTAL	2	1/08.8	$0.00	$6.00
123	UPS	0	0/00.0	$0.00	$0.00
	USPS	0	0/00.0	$0.00	$0.00
	OTHER	0	0/00.0	$0.00	$0.00
	TOTAL	0	0/00.0	$0.00	$0.00
222	UPS	0	0/00.0	$0.00	$0.00
	USPS	0	0/00.0	$0.00	$0.00
	OTHER	0	0/00.0	$0.00	$0.00
	TOTAL	0	0/00.0	$0.00	$0.00
MT	UPS	0	0/00.0	$0.00	$0.00
	USPS	24	4/10.6	$0.00	$19.65
	OTHER	0	0/00.0	$0.00	$0.00
	TOTAL	24	4/10.6	$0.00	$19.65
TOTALS	UPS	0	0/00.0	$0.00	$0.00
	USPS	26	6/03.4	$0.00	$25.65
	OTHER	0	0/00.0	$0.00	$0.00
	TOTAL	26	6/03.4	$0.00	$25.65

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Cumulative Totals Summary

TOTALS CLEARED ON: 01-17-99 11:24:24 DATE: 01-18-99 15:09:30
Page (1)

ACCOUNTING REPORT
CUMULATIVE ACCOUNT TOTALS - SUMMARY

ACCOUNT	PIECE	WEIGHT(LB/OZ)	ADD FEES	TOTAL CHARGES
111	2	1/08.8	$0.00	$6.00
123	0	0/00.0	$0.00	$0.00
222	0	0/00.0	$0.00	$0.00
MT	24	4/10.6	$0.00	$19.65
TOTALS	26	6/03.4	$0.00	$25.65

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Cumulative Class Totals Detailed

TOTALS CLEARED ON: 01-17-99 11:24:24 DATE: 01-18-99 15:09:30
Page (1)

ACCOUNTING REPORT
CUMULATIVE CLASS TOTALS BY CARRIER

CARRIER	CLASS	PIECE	WEIGHT(LB/OZ)	ADD FEES	TOTAL CHARGES
USPS 1st	Pres	1	0/00.2	$0.00	$0.32
	Sngl	19	1/00.8	$0.00	$7.46
Pri	Pres	1	0/14.9	$0.00	$2.89
	Sngl	5	4/03.5	$0.00	$15.00
TOTAL		26	6/03.4	$0.00	$25.65
GRAND TOTALS		26	6/03.4	$0.00	$25.65

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Cumulative Totals By Carrier

TOTALS CLEARED ON: 01-17-99 11:24:24 DATE: 01-18-99 15:09:30
Page (1)

ACCOUNTING REPORT
CUMULATIVE TOTALS BY CARRIER-SUMMARY

	PIECE	WEIGHT(LB/OZ)	ADD FEES	TOTAL CHARGES
USPS	26	6/03.4	$0.00	$25.65
GRAND TOTALS	26	6/03.4	$0.00	$25.65

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AH30 - Ver. 0028

Cumulative Meter Totals

TOTALS CLEARED ON: 01-17-99 11:24:24 DATE: 01-18-99 15:09:30
Page (1)

ACCOUNTING REPORT
CUMULATIVE TOTALS FOR METERED MAIL

TYPE	PIECE	WEIGHT(LB/OZ)	ADD FEES	TOTAL CHARGES
SINGLE LETTER	5	2/07.9	$0.00	$8.21
TOTAL MAIL	12	0/08.0	$0.00	$3.84
METER TAPES $0.00	0	0/00.0	$0.00	
MULTITASKING	5	0/01.0	$0.00	$1.60
INVALID METER TOTALS	0	0/00.0	$0.00	$0.00
TOTALS	22	3/00.9	$0.00	$13.65

The Invalid Meter Totals indicate pieces of mail set on meter manually, bypassing the AH30 system.

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AH30 - Ver. 0028

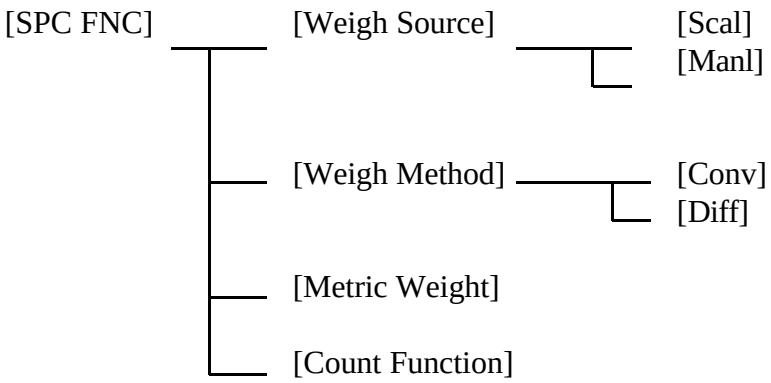
Overview

The AH30 has the capability of weighing items in the following ways: traditional or conventional, from the scale or manual entry, and in english or metric units.

It also has a count feature to count piece parts.

Function	Description	Page
[Weigh Source]	Select weight entry either automatically from the scale **or** manually entered via the numeric keys.	8-2
[Weigh Method]	Select the conventional weighing method - place an item on the scale and get a weight, **or** differential weighing - items of mixed weight are placed on the scale and as each individual item is removed the weight is indicated.	8-3
[Metric Weight]	Indicates weight in metric units (kg).	8-4
[Count Function]	Allows piece part counting with a small sample to determine unit weight.	8-5
Dimensional Weighing	See Chapter 4 for information	4-17 to 4-18

Layout

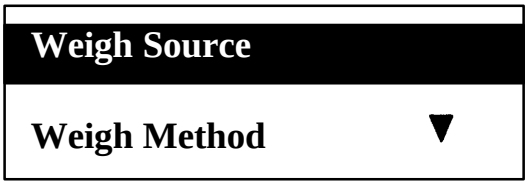


Weigh Source

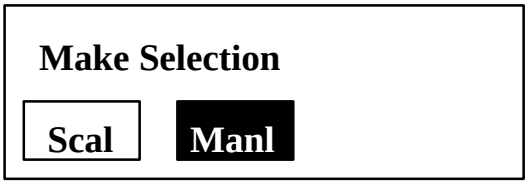
The AH30 will accept either the weight on the scale platform or a manual entry for the weight.

To select the weight source, do the following:

- Select [SPEC FNC] by pressing the appropriate key.

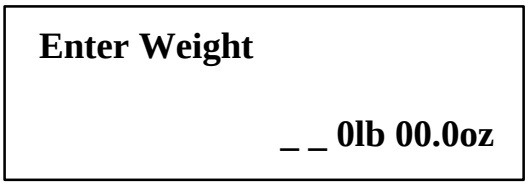


- Use the [▼] to select [Weigh Source], then press the [ENTER] key.



- Select either [Scal] for weighing from the AH30's scale platform or [Manl] to enter a weight manually using the numeric keys.

If you select [Manl], the AH30 will prompt you to enter a weight.



Use the numeric keys to enter the weight, press the [ENTER] key. Then press the [EXIT/PR.MENU] key until the Main Menu display is shown. The manual weight will be indicated.

If [HB44 Compliance] is "ON", then when the [SPEC FNC] key is pressed, the display will go right to the [Weigh Source] submenu.

With [HB44 Compliance] "ON", Differential Weighing, Metric Weighing, the Count Function, and System Assigned Markups are disabled.

Weigh Method

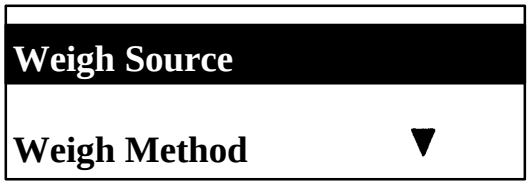
The AH30 will weigh either in the traditional (conventional) method or it has an optional differential weighing feature.

Conventional Weighing involves placing an item on the AH30's scale platform, getting a weight, and processing the item.

Differential Weighing involves placing a number of items on the AH30's scale platform all at once. As you remove an individual item, the weight of that item appears on the display. You then process that item. Differential weighing is preferred for mixed weight items as it speeds the processing.

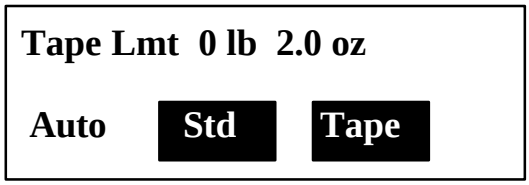
To select the weight method, do the following:

- Select [SPEC FNC] by pressing the appropriate key.



- Use the [▼] to select [Weigh Method], then press the [ENTER] key.

- Select either [Conv] for conventional weighing **or** [Diff] for differential weighing. Selecting [Diff] allows the tape setting to be set.



[Auto] Tape is dispensed automatically when the weight is over the tape limit
[Std] Tape must be processed manually.
[Tape] Allows the operator to set the tape limit.

If [Weigh Method] does not appear as a menu selection, verify the following:
1 - The Differential Weighing Option has been purchased and installed.
2 - That [HB44 Compliance is "OFF" under the [SET UP] menu.

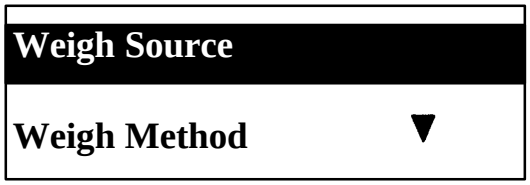
The [T] key can be used to toggle back and forth between conventional and differential weighing once differential weighing has been selected.

Metric Weight

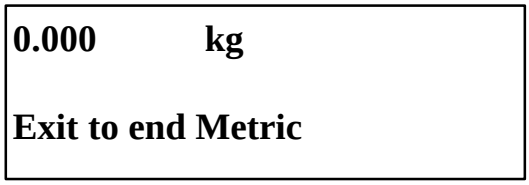
The AH30 will weigh in either english or metric units.

To select metric weighing, do the following:

- Select [SPEC FNC] by pressing the appropriate key.



- Use the [▼] to select [Metric Weight], then press the [ENTER] key.



To use metric weighing simply place an item on the platform and the metric weight will be displayed.

To end metric weighing, press the [EXIT/PR.MENU] key.

Since the United States uses the english system of weighing and not the metric, if you select a carrier and class the AH30 will automatically convert the weight back to english units (lbs and oz) before showing a rate.

If [Weigh Method] does not appear as a menu selection, verify the following:

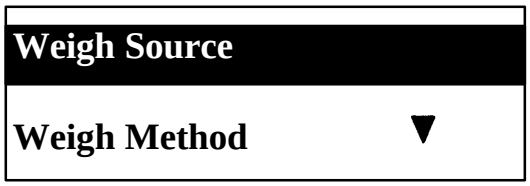
1 - That [HB44 Compliance is “OFF” under the [SET UP] menu.

Count Function

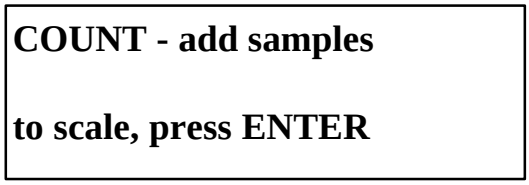
The AH30 will piece part count from a sample.

To select the count function, do the following:

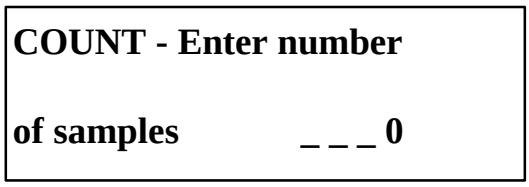
- Select [SPEC FNC] by pressing the appropriate key.



- Use the [▼] to select [Count Function], then press the [ENTER] key.

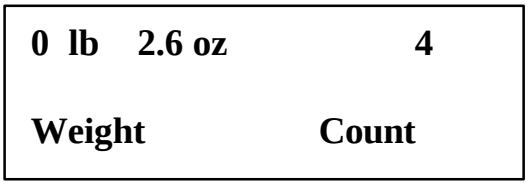


- Place a sample of the items to be counted on the AH30's scale platform (the sample should be at least 5 items). Then press the [ENTER] key.

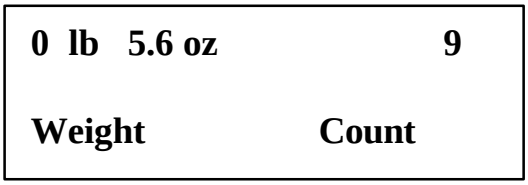


- Using the numeric keys, enter the number of sample items placed on the AH30's scale platform and then press the [ENTER] key.

For example: [4], [ENTER]



Original display



Display after more items are added

Place the items that you want to count on the AH30's platform and the display will indicate the number of items.

If [Count Function] does not appear as a menu selection, verify the following:
1 - That [HB44 Compliance is "OFF" under the [SET UP] menu.

Overview

Multi-Tasking allows you to use the AH30 to set a meter/base for a postage value and process mail through, while you use the AH30 to weigh other items to determine rates.

The AH30 will keep track of the amount of pieces stamped and the total postage used.

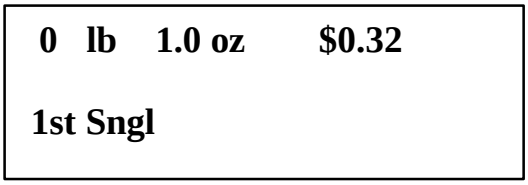
Multi-task mail, like batch mail, should be mail that is all going to be stamped with the same postage value.

Function	Description	Page
[MULTI TASK]	Multi-Tasking allows the AH30 to set a meter/base for a postage value and process mail through, while the AH30 is also used to weigh other items to determine rates.	9-1

Using Multi-Task

To use the AH30's multi-task feature, do the following:

- Place an item on the AH30's scale platform, select a carrier, class, and determine a rate.



- Press the [MULTI TASK] key.

- You can now run mail through the meter/base and the AH30 will keep track of the postage used and the number of items run.

  As you running mail through the meter/base, the AH30 can be used to weigh items. When finished, press the [MULTI TASK] key again.

Number of items run through meter/base

Amount of postage used. If an account was selected, the postage will be charged to it.

- When finished select [Done] by pressing the appropriate [F1] through [F4] softkey.

To make effective use of multi-tasking, the Meter Interface Option must be purchased for the AH30.

Overview

The AH30 has several specialty keys that are not fully covered in other chapters. The keys are:

[ALT DSP], [▲/+], [▼ /-], [EXIT/PR.MENU], [ZERO], [ZIP ZONE], [OTHER CARR]

Function	Description	Page
[ALT DISP]	Provides more information about what the AH30 is displaying (carrier, rate, special services)	10-2
[▲/+]	Used to scroll through a list of selections and to make a positive change when editing accounting information.	10-3
[▼ /-]	Used to scroll through a list of selections and to make a negative change when editing accounting information.	10-3
[EXIT/PR.MENU]	Used to scroll back to the previous menu or to exit after making a selection.	10-3
[ZERO]	Used to zero out the AH30's scale platform.	10-4
[ZIP ZONE]	Used to convert a three-digit zip code to a shipping zone.	10-4
[OTHER CARR]	Used to select the following carriers: DHL, Airborne, Emery, and any user-programmed rate.	10-5
[ENTER]	Used to complete an alphanumeric entry	10-5
[CLEAR]	Used clear an incorrectly entered alphanumeric entry	10-5

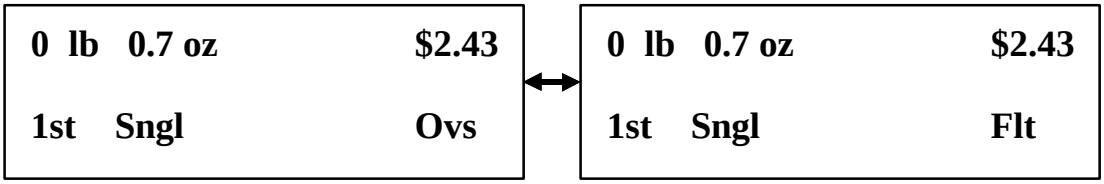
All keys are described in Appendix B.

[ALT DSP]

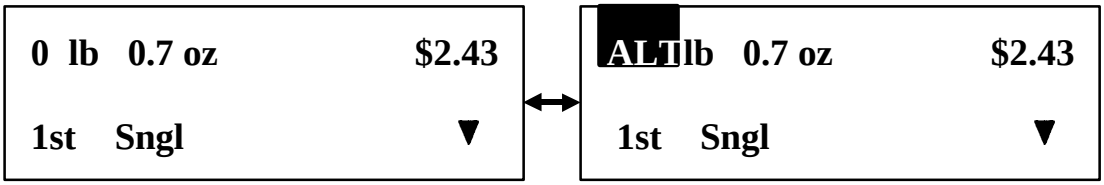
The [ALT DSP] key provides more information about what the AH30 is displaying (carrier, rate, special services).

For example: a 0.7 ounce letter is processed [1ST], [LTR], [LTR], and the following special services are added: [Ovs] and [SpC] of $2.00.

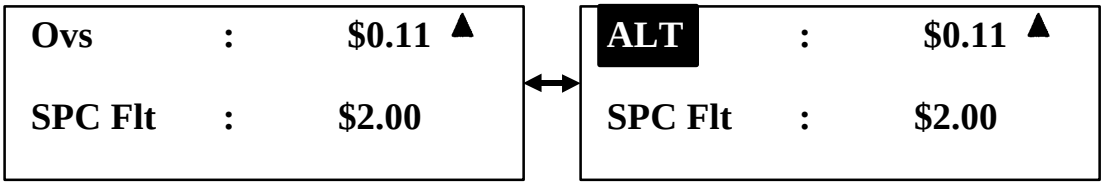
Normal display: shows weight, rate, class, and flashes between oversized and flat



Pressing the [ALT DSP] key



Use the [▼] to scroll down and see more information about special services costs.



Cost breakdown:

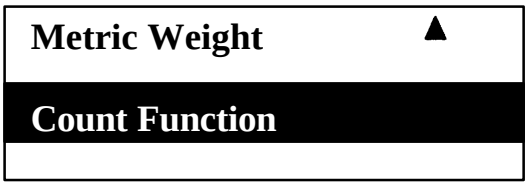
$0.32	letter 1st Class
$0.11	oversized
$2.00	flat charge
$2.43	total cost

To exit the [ALT DSP] screen, press the [ALT DSP] key again.

[▲/+]

The [▲/+] key is used to scroll through a list of selections and to make a positive change when editing accounting information.

For example:

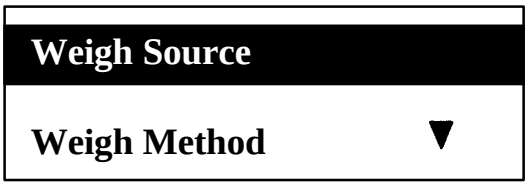


use the [▲/+] as indicated on the display to scroll down through the menu selections

[▼ /-]

The [▼ /-] key is used to scroll through a list of selections and to make a negative change when editing accounting information.

For example:



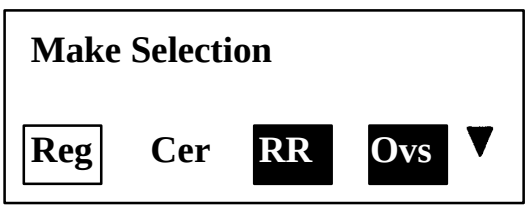
use the [▼ /-] as indicated on the display to scroll down through the menu selections

[EXIT/ PR.MENU]

The [EXIT/PR.MENU] key is used to scroll back through previous menu selections or to exit after making a submenu after a selection

For example: Certified Mail

- Select [Cer] by pressing the appropriate key.



- Press the [EXIT/PR.MENU] key until the weight/rate display is shown.

[ZERO]

The [ZERO] key is used to zero out the AH30's scale platform.

For example:

****Negative****
Clear scale or zero

This indicates that the AH30 was turned "ON" with a weight on the platform.

Press the [ZERO] key.

0 lb 0.0oz
Put item on scale or

The AH30 is now ready for an item to be placed on the platform.

[ZIP ZONE]

The [ZIP ZONE] key is used to convert a three-digit or five-digit zip code to a shipping zone, enter a zone, or to enter a country name.

For example: a 0.3 ounce item, [UPS GND], [Res], a zip code of 06484

0 lb 0.3 oz $3.25
UPSG Res 064/2

Press the [ZIP ZONE] key.

Enter Zip/Zone 06484
UPSG Res 064/2

Use the numeric keys to enter the desired zip code, press the [ENTER] key, and the correct zone will be displayed. For example: [2], [1], [4], [5], [6], [ENTER]

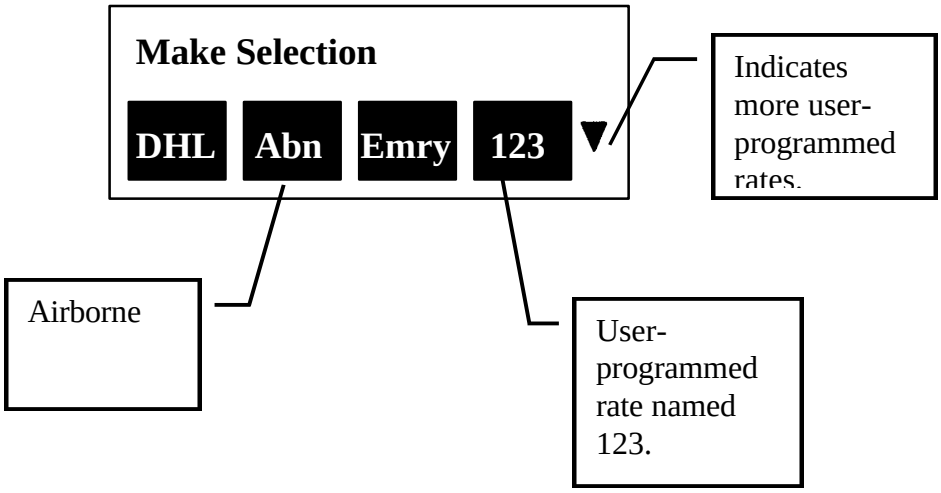
0 lb 0.3 oz $3.44
UPSG Res 064/3

display indicates new rate and new zone

[OTHER CARR]

The [OTHER CARR] key is used to select the following carriers: DHL, Airborne, Emery, and any user-programmed rate.

For example: Press the [OTHER CARR] key



[ENTER]

The [ENTER] key is used to complete an alphanumeric entry.

For example: [1], [2], [3], [ENTER]

[CLEAR]

The [CLEAR] key is used clear an incorrectly entered alphanumeric entry.

For example: [1], [2], [3], the 3 should be an A, [CLEAR], [A], [ENTER]

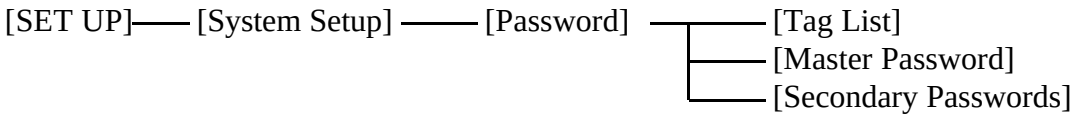
Overview

The AH30 has the ability to be configured so that a password is required to access or change accounting information and system configuration.

The AH30 can be configured for one Master Password which allows access to all password protected features. This is normally a supervisor-type password. It can also be configured for a maximum of ten secondary passwords which allows access to a selected list of features.

Feature	Page
Password Quick Start	11-2
Setting Up Password Security	11-3 to 11-5
Master Password	11-3
Tag List	11-4
Secondary Passwords	11-5
Using the AH30 with Password Security	11-6

Layout



Password Quick Start

Step	Action	Action #2/Selection
1	[SET UP]	
2	[System Setup]	
3	[Password]	[Tag List] = list of features which can be password protected (Enable or Disable). [Master Password] = password which allows access to all protected features. [Secondary Passwords] = passwords which allow access to a selected list of password protected features.
4	[Master Password]	Use the alphanumeric keys to enter a 4 character password, press [ENTER]. You will be asked to confirm it.
5	[Tag List]	Using the [ENTER] key to toggle between ENA (enable) and DIS (disable) to determine what features are password protected.
6	[Secondary Passwords]	Use the alphanumeric keys to enter a 4 character password, press [ENTER]. You will be asked to confirm it.
7	Determine which features will be accessed by the secondary password.	Using the [ENTER] key to toggle between ENA (enable) and DIS (disable) to determine what features are password protected.
8	Press the [EXIT/PR.MENU] key until the Main Menu is displayed	Password Setup complete. When a password protected feature is accessed, the operator will be prompted to “Enter Password _ _ _ _”.

Setting Up Password Security

The following steps are used to setup password security on the AH30:

• Press the [SET UP] key.

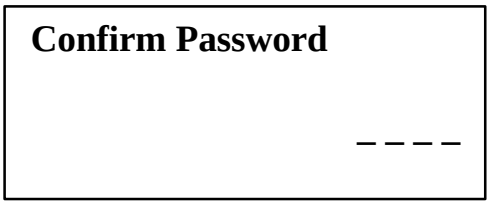
• Use the [▼] to select [System Setup] and press the [ENTER] key.

• Use the [▼] to select [Password] and press the [ENTER] key.

Master Password

• Use the [▼] to select [Master Password] and press the [ENTER] key.

• Use the alphanumeric keys to enter in the desired 4 character password and then press the [ENTER] key.



• Use the alphanumeric keys to enter the same password that you entered in the previous step, then press the [ENTER] key.

The Master Password allows access to all password-protected features. It normally is used as a supervisor/manager password.

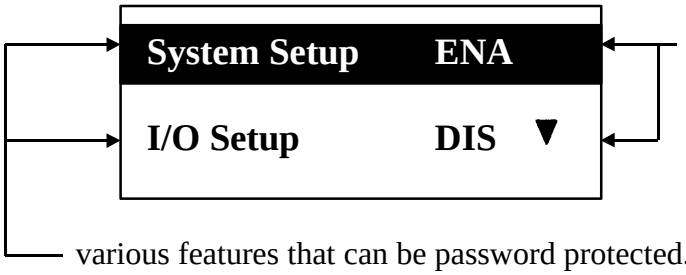
There is only one Master Password.

Continued on the next page.

Setting Up Password Security continued

Tag List

• Use the [▼] to select [Tag List] and press the [ENTER] key.


System Setup ENA
I/O Setup DIS
ENA = enabled or "on"
DIS = disabled or "off "
use the [ENTER] key to toggle between enable and disable
various features that can be password protected.

• Use the [▼] to select the desired feature and press the [ENTER] key to enable or disable the password access.

• When complete, press the [EXIT/PR.MENU] key.

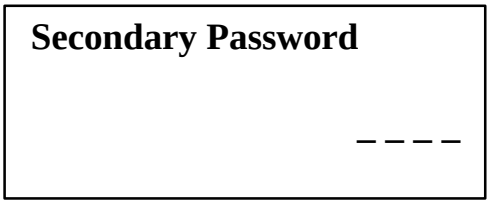
The Tag List is the features that are password protected and need a password to access.

After selecting a Secondary Password a list is displayed ... those are the features that when password protected can be accessed by the secondary password.

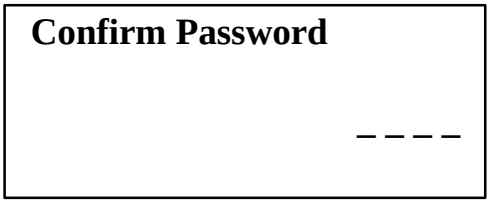
Continued on the next page.

Setting Up Password Security continued

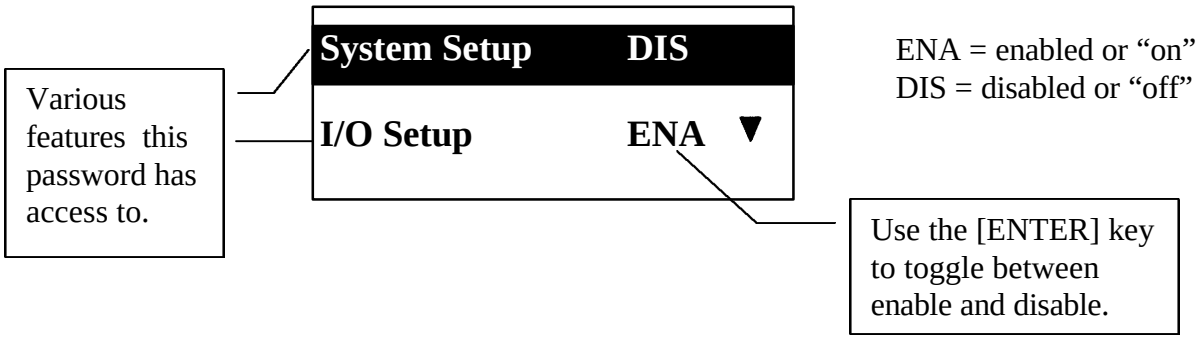
• Use the [▼] to select [Secondary Passwords] and press the [ENTER] key.



• Use the alphanumeric keys to enter in the desired 4 character secondary password and then press the [ENTER] key.



• Use the alphanumeric keys to enter the same password that you entered in the previous step, then press the [ENTER] key.


System Setup DIS
I/O Setup ENA ▼
Various features this password has access to.
ENA = enabled or "on"
DIS = disabled or "off"
Use the [ENTER] key to toggle between enable and disable.

• Use the [▼] to select the desired feature and press the [ENTER] key to enable or disable the password access.

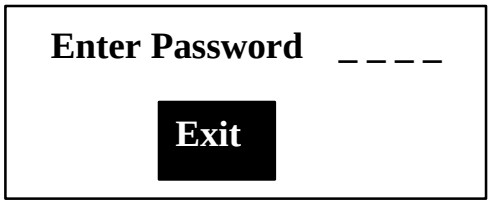
• When complete, press the [EXIT/PR.MENU] key.

The Secondary Passwords allow access to a selected list of password protected features. It normally is used as an operator password.

A maximum of ten secondary passwords is allowed.

Using Password Protection

Once passwords have been programmed into the AH30 and features have been enabled for protection, the following will happen when a password protected feature is accessed:



The operator uses the alphanumeric keys to enter his/her password and then presses the [ENTER] key. If the password is correct and the operator has the rights to access the feature, the regular menu will appear.

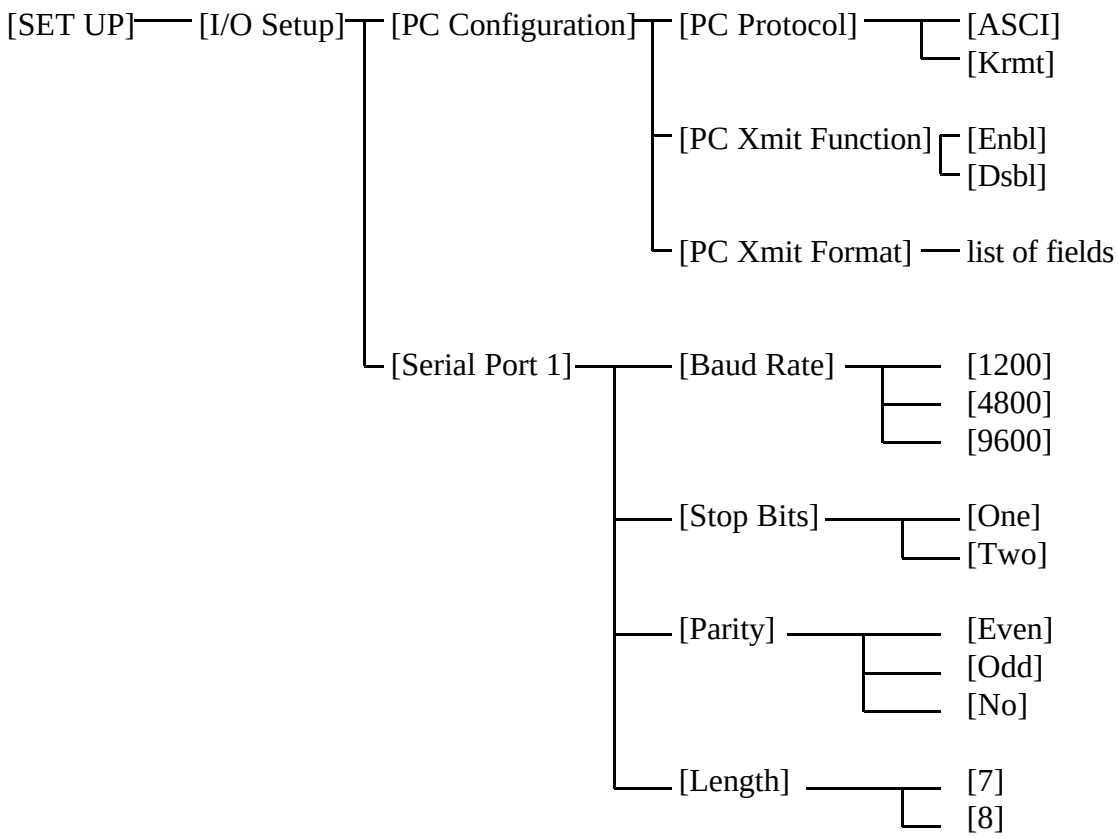
Overview

The AH30 has an optional feature that allows accounting information to be sent to a PC. To use this feature the scale must also have the Accounting package.

The AH30 also can be configured for real-time interfacing to a PC. Information is sent to the PC when the item is processed.

Feature	Page
AH30 Setup Quick Start	12-2
PC Setup for WINDOWS Quick Start	12-3
Transferring Accounting Data Quick Start	12-3
Configuring the AH30 to send Account Data to a PC	12-4 to 12-5
Sending Account Data to a PC	12-5
Field Format for Accounting Data	12-6
Real-Time Interfacing Setup	12-7 to 12-9

Layout



[ACCT] [Access Account] [Transmit to PC]

AH30 Setup Quick Start

The following should be done to set up the AH30:

Step	Action	Comments
1	Connect the PC interface cable from the AH30 back port (labeled "PC") to the proper port on the back of the PC.	
2	Press the [SET UP] key on the AH30.	
3	Use the [▼] to select [I/O Setup] and press the [ENTER] key.	
4	Use the [▼] to select [PC Protocol] and press the [ENTER] key.	
5	Select either [ASCI] or [Krmt] by pressing the appropriate key.	ASCII protocol does not provide any error handling. The format is printer compatible so that the output can be sent to a printer. KERMIT protocol provides error handling while transferring data. It requires a communication package that supports KERMIT on the PC.
6	Press the [EXIT/PR.MENU] key.	
7	Use the [▼] to select [Serial Port 1] and press the [ENTER] key.	
8	Select [Baud Rate]. Select [9600]. Press the [EXIT/PR.MENU] key.	
9	Select [Stop Bits]. Select [Two]. Press the [EXIT/PR.MENU] key.	
10	Select [Parity]. Select [None]. Press the [EXIT/PR.MENU] key.	
11	Select [Length]. Select [8]. Press the [EXIT/PR.MENU] key.	

PC Setup Using Windows Quick Start

The following should be done to set up the PC:

Step	Action	Comments
1	Run WINDOWS	
2	Select the PROGRAM MANAGER.	
3	Select TERMINAL.	
4	Select SETTINGS.	
5	Select COMMUNICATIONS.	
6	Select the COM PORT to use. Select 9600 for BAUD RATE. Select 8 for DATA BITS. Select 2 for STOP BITS. Select NONE for PARITY. Select OK.	The COM PORT select should be the same as the one that the cable from the AH30 is connected to.
7	Select SETTINGS.	
8	Select BINARY TRANSFERS.	
9	Select KERMIT. Select OK.	

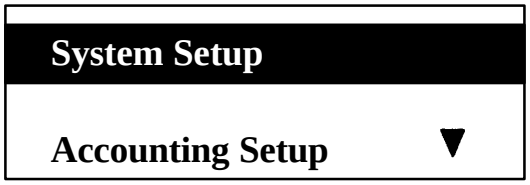
Transferring Accounting Data Quick Start

Step		Action	Comments
1	AH30	Press the [ACCT] key.	
2	AH30	Use the [▼] to select [Access Accounts] and press the [ENTER] key.	
3	AH30	Use the [▼] to select [Transmit to PC] and press the [ENTER] key.	
4	PC	From the WINDOWS TERMINAL menu select RECEIVE BINARY FILE	System will ask for a file name.
5	PC	Enter a file name ... the transfer is initiated.	

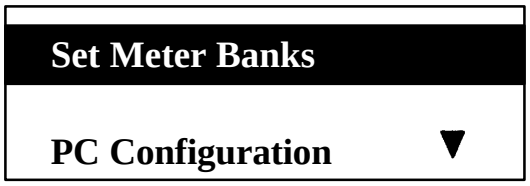
To Configure The AH30 To Send Account Data To A PC

Before sending account data to a PC, the AH30 must be configured.

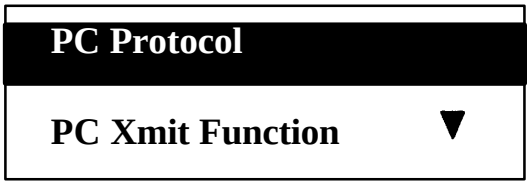
- Press the [SET UP] key.



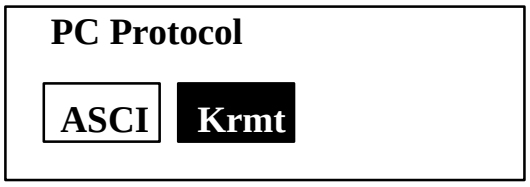
- Use the [▼] to select [I/O Setup], press the [ENTER] key.



- Use the [▼] to select [PC Configuration], press the [ENTER] key.



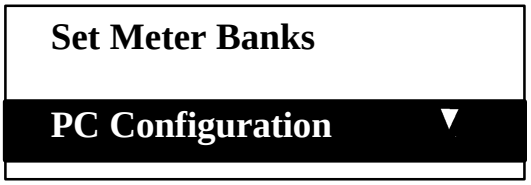
- Use the [▼] to select [PC Protocol], press the [ENTER] key.



[ASCI] configures the AH30 to send in ASCII format.
[Krmt] configures the AH30 to send in KERMIT format.

- Select either [ASCI] or [Krmt] by pressing the appropriate[F1] through [F4] softkey.

- Press the [EXIT/PR.MENU] key twice.



Continued on the next page.

To Configure The AH30 To Send Account Data To A PC

• Use the [▼] key to select [Serial Port 1], press the [ENTER] key.

• Use the [▼] key to select and set the following:

[Baud Rate]	9600
[Stop Bits]	Two
[Parity]	No
[Length]	8

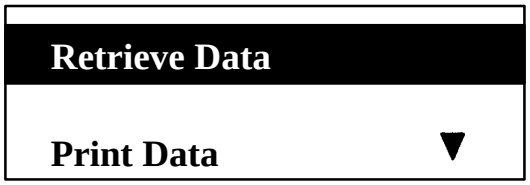
• Use the [EXIT/PR.MENU] key to return to the Main Menu display.

To Send The Account Data To A PC

To transmit the data in all accounts, do the following:

• Press the [ACCT] key.

• Use the [▼] to select [Access Accounts], press the [ENTER] key.



• Use the [▼] to select [Transmit to PC], press the [ENTER] key.

Field Format for Accounting Data

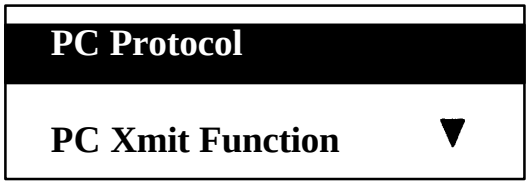
Field Name	Start Position	End Position	Length	Comments
Record Type	1	2	2	AS Account Totals USPS AP Account Totals UPS AO Account Totals OTHER SE Account Edit Totals USPS PE Account Edit Totals UPS OE Account Edit Totals OTHER C Class Totals CE Class Edit Totals ML Meter Letter Totals MP Meter Package Totals MT Total Mail Totals MM Multi-Tasking Totals MI Invalid Meter Totals ME Meter Edit Totals
Account Name	3	18	16	
Account Status	19	20	2	E Edited
Carrier Class Subclass	21	35	15	4+1+5+1+4
Piece Count	36	46	11	
Piece Count Status	47	47	1	E Edited
Piece Count Status	48	48	1	- if negative
Total Fee	49	59	11	
Total Fee Status	60	60	1	E Edited
Total Fee Status	61	61	1	- if negative
Add Fees	62	72	11	
Add Fee Status	73	73	1	
Add Fee Status	74	74	1	- if negative
Weight lb.	75	82	8	XXXXXXXX
Weight oz.	83	86	4	XX.X
Weight Status	87	87	1	E Edited
Weight Status	88	88	1	- if negative
Date	89	94	6	mm dd yy
Carriage Return	95	95	1	

Real Time Interfacing Setup

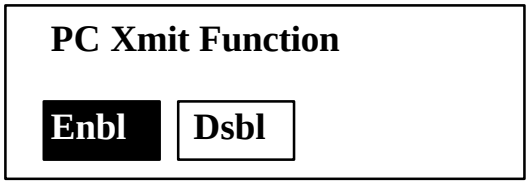
Real-Time Interfacing is always in an ASCII format.

To configure the AH30 for real-time interfacing, do the following:

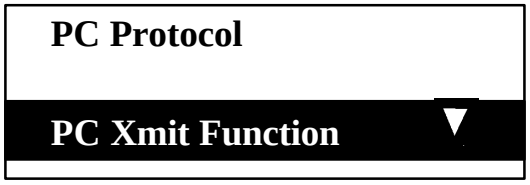
- Press the [SETUP] key.
- Use the [▼] to select [I/O Setup], press the [ENTER] key.
- Use the [▼] to select [PC Configuration], press the [ENTER] key.



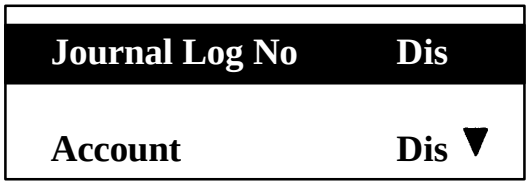
- Use the [▼] to select [PC Xmit Function], press the [ENTER] key.



- Select [Enbl] to enable the Send to PC function.
- Press the [EXIT/PR.MENU] key.



- Use the [▼] to select [PC Xmit Format], press the [ENTER] key.



Continued on the next page.

Real Time Interfacing Setup continued

- Press the [ENTER] key to toggle between enable [ENA] or disable [DIS] the field.

The following fields can be enabled or disabled:

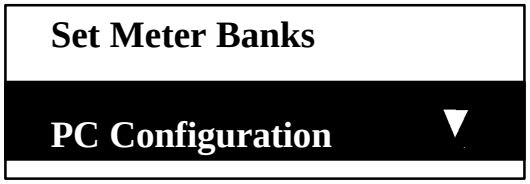
Field Name	Description	Start Position	End Position	Length	Comments
[Journal Log No.]				4	
[Account]	Account Name			16	
[Account Type]				2	
[CarrierClassSub]				15	
[Zip/Zone]				8	
[Weight lbs.]				3	xxx
[Weight ozs.]				4	xx.x
[Cnt]	Count			6	
[Base Rate]				8	xxxx.xxx
[COD Value]				10	xxxxxx.xxx
[Ins Value]	Insurance Value			10	xxxxxx.xxx
[Flat Spc Chg]	Flat Special Charges			10	xxxxxx.xxx
[Perc Spc Chg]	Percentage Special Charges			10	xxxxxx.xxx
[Total Spc Chg]	Total Special Charges			10	xxxxxx.xxx
[Discount Fee]				9	xxxxx.xxx
[Spec Serv Fees]	Special Services Fee			9	xxxxx.xxx
[Total Chg]	Total Charges			9	xxxxx.xxx
[Meter Mode]				2	IN = Invalid MT = Mult-Task TM = Total Mail TP = Tape LT = Letter
[Spec Serv]	Special Services				
[Date]				6	mmddyy

Real-Time Interfacing is always in an ASCII format.

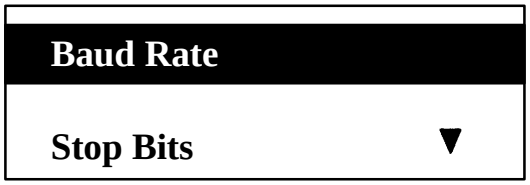
Continued on the next page.

Real Time Interfacing Setup continued

- Press the [EXIT/PR.MENU] key twice.



- Use the [▼] key to select [Serial Port 1], press the [ENTER] key.



- Use the [▼] key to select and set the following:

[Baud Rate]	9600
[Stop Bits]	Two
[Parity]	No
[Length]	8

- Use the [EXIT/PR.MENU] key to return to the Main Menu display.

PC Setup Using Windows

The following should be done to set up the PC:

Step	Action	Comments
1	Run WINDOWS	
2	Select the PROGRAM MANAGER.	
3	Select TERMINAL.	
4	Select SETTINGS.	
5	Select COMMUNICATIONS.	
6	Select the COM PORT to use. Select 9600 for BAUD RATE. Select 8 for DATA BITS. Select 2 for STOP BITS. Select NONE for PARITY. Select OK.	The COM PORT select should be the same as the one that the cable from the AH30 is connected to.
7	Select SETTINGS.	
8	Select BINARY TRANSFERS.	
9	Select KERMIT. Select OK.	

Overview

The AH30 has Journal Log capability. Journal Log prints every transaction as it happens. This is an optional feature.

Feature	Page
Setting Up Journal Log Quick Start	13-1
Setting Up Journal Log	13-2
Sample Journal Log Report	13-3

Layout

[Set Up] — [I/O Setup] — [Journal Log] — [On]
[Off]
[ClrN]
[SetN]

Setting Up Journal Log Quick Start

Step	Action	Comments
1	[SET UP]	
2	[I/O Setup]	
3	[Journal Log]	[On] turns Journal Log "ON". [Off] turns Journal Log "OFF". [ClrN] clears the Journal Log number. [SetN] sets the Journal Log number.
4	Select [On]	
5	• Select [SetN] • Use the numeric keys to enter the desired number and press [ENTER].	Set the desired starting number for the Journal Log transactions. **Enter Transaction #** _ _ _ _ _
6	Press [Exit/PR. Menu] until Main Display is reached.	Journal Log is now set to print the transactions as they are processed.

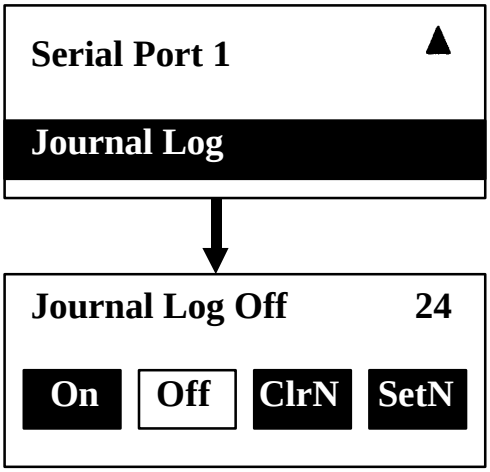
Setting Up Journal Log

The following steps are used to setup Journal Log on the AH30:

• Press the [SET UP] key.

• Use the [▼] to select [I/O Setup] and press the [ENTER] key.

• Use the [▼] to select [Journal Log] and press the [ENTER] key.



[On] Turns Journal Log “ON”.

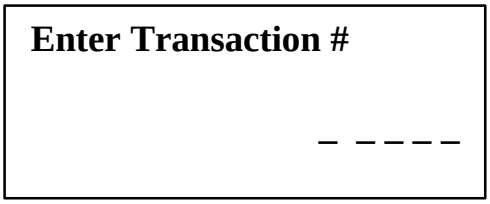
[Off] Turns Journal Log “OFF”.

[ClrN] Clears the Journal Log number.

[SetN] Sets the Journal Log number (the desired number that you want the Journal Log to start with when it prints every transaction).

• Select [On] by pressing the appropriate softkey.

• Select [SetN] by pressing the appropriate softkey.



• Use the alphanumeric keys to enter the desired starting number, then press the [ENTER] key.

• Press the [EXIT/PR. MENU] key until the main display is reached. Journal Log is now setup.

Sample Journal Log Report

Journal Log DATE: 01-05-99 12:13:06 Page (1)

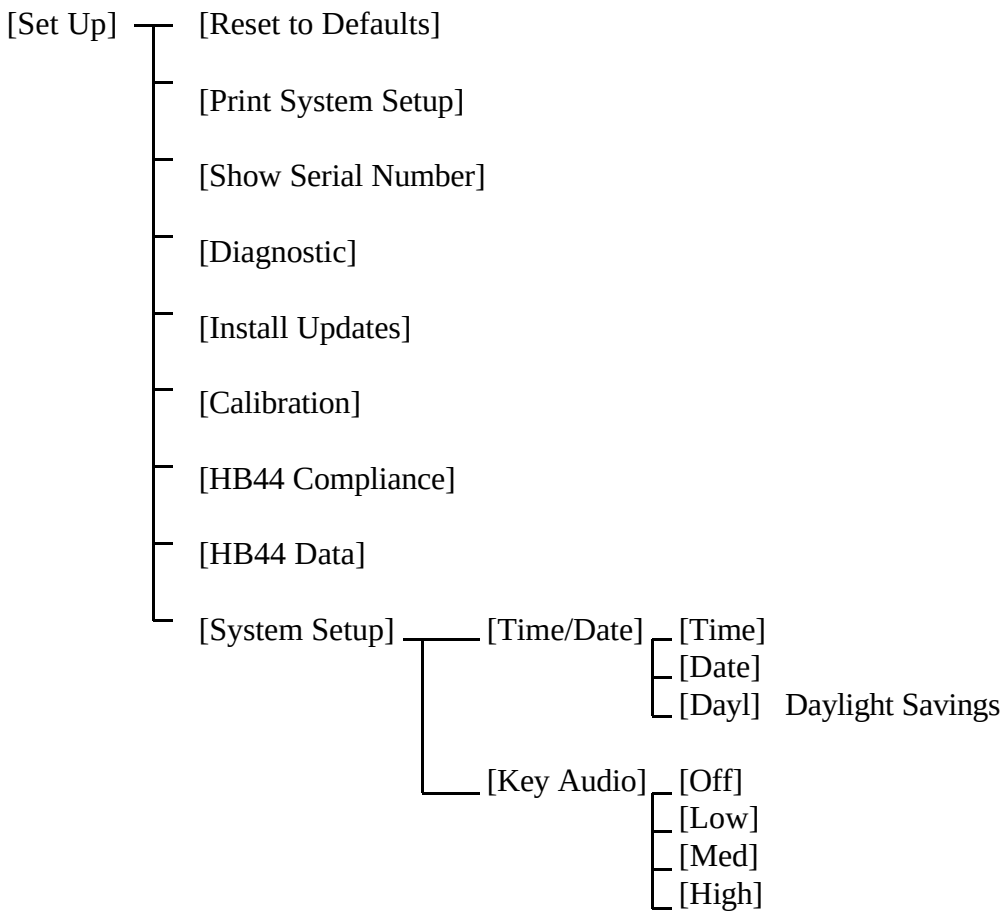
NO.	ACCOUNT	CLASS	LBS/OZS	ZIP/ZONE	BASE FEE	PIECES	TOTAL FEE
1 Ltr	123	1st Sngl	0/00.3		$0.32	1	$0.32
2 Ltr	123	Std Sngl	0/00.3		$0.32	1	$0.32
3 Ltr	123	Std Sngl	0/06.0		$1.47	1	$1.47
4 Ltr	111	1stA Bas	0/00.3		$0.261	1	$0.261
5 Tape	222	StdB Parc	4/00.1	06484/8	$5.95	1	$5.95
6	222	Exp P-A	0/00.3		$10.75	1	$10.75

Overview

This chapter covers various miscellaneous features that the AH30 has.

Feature	Page
Printing the current System Setup	14-2
Reset to Defaults	14-2
Show the Serial Number	14-2
Diagnostic	14-3
Install Updates	14-3
Sample Install Updates Printout	14-4
Calibration	14-5
HB44 Compliance	14-5
HB44 Data	14-5
Sample HB44 Data Printout	14-6
Setting the Time and Date	14-7
Key Audio	14-8

Layout



Print System Setup

The following steps are used to print the current system setup (configuration):

• Press the [SET UP] key.

• Use the [▼] to select [Print System Setup] and press the [ENTER] key.

The current system setup will print on the connected printer.

Reset to Defaults

[Reset to Defaults] sets all system settings back to factory defaults. All current configuration settings as well as any accounting information are eliminated. It is password protected. For Default Settings see page C-8.

[Reset to Defaults] should only be performed by a trained technician.

Before a [Reset to Defaults] is performed a [Print System Setup] should be done.

Show Serial Number

[Show Serial Number] displays the AH30's individual serial number.

The following steps are used to display the AH30's serial number.

• Press the [SET UP] key.

• Use the [▼] to select [Show Serial Number] and press the [ENTER] key.

S/N 03044

• Press the [EXIT/PR.MENU] key to exit.

Diagnostic

The [Diagnostic] menu provides various self-checks and should only be performed by a trained technician. It is password protected.

Install Updates

The [Install Updates] menu allows the operator to:

- Print the currently installed options, Application Card version, and Zip/Zone Card version.
- To install any new options.

The following steps are used to install updates:

- Press the [SET UP] key.
- Use the [▼] to select [Install Updates] and press the [ENTER] key.

Select [Prnt] by pressing the appropriate softkey to print the currently installed information.

Select [Inst] by pressing the appropriate softkey to install any new options. The AH30 will prompt for an Authorization Number.

Sample Install Updates Printout

DATE: 01-10-99 11:33:58

Screen Dump **Page (1)**

Purchased Options Report

S/N	**01976**
Software	**v0022**
SW P/N	**AH030S**
Rates	**v0012**
Rates P/N	**AH030R**
BIOS	**v037**
FBIOS	**v001**
Zip to Zone	**v005**
Zp to Zn P/N	**ZipZon**
Local Zip 85745	
Diff. Weighing	**Ena**
Meter Interface	**Ena**
Accounting Pkg	**Ena**
Report Printer	**Ena**
PC Interface	**Ena**
Opt Rate Pkg 1	**Ena**
Opt Rate Pkg 2	**Dis**
Opt Rate Pkg 3	**Dis**
Opt Rate Pkg 4	**Ena**
Opt PostOffice	**Dis**

Application Card version

Zip/Zone Card version

Purchased Options
Ena = Enabled (purchased)
Dis = Disabled (not purchased)

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AH30 - Ver. 0027

Calibration

The [Calibration] feature is used by the service technician to calibrate the AH30 when necessary. It is password protected.

HB44 Compliance

The [HB44 Compliance] feature when turned on makes the AH30 NTEP Handbook 44 compliant. When the AH30 is HB44 compliant the following features are disabled: differential weighing, metric units, the count feature, and system assigned markup.

It should only be performed by a service technician. It is password protected.

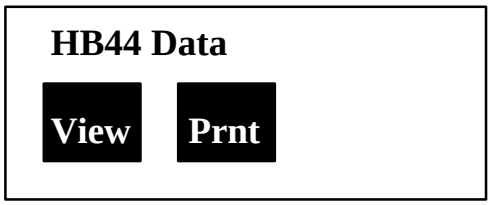
HB44 Data

The [HB44 Data] feature keeps track of the HB44 Compliance status of the AH30. It allows a postal inspector to know if the HB44 Compliance has been disabled and how many times it has been disabled.

The following steps are used to install updates:

• Press the [SET UP] key.

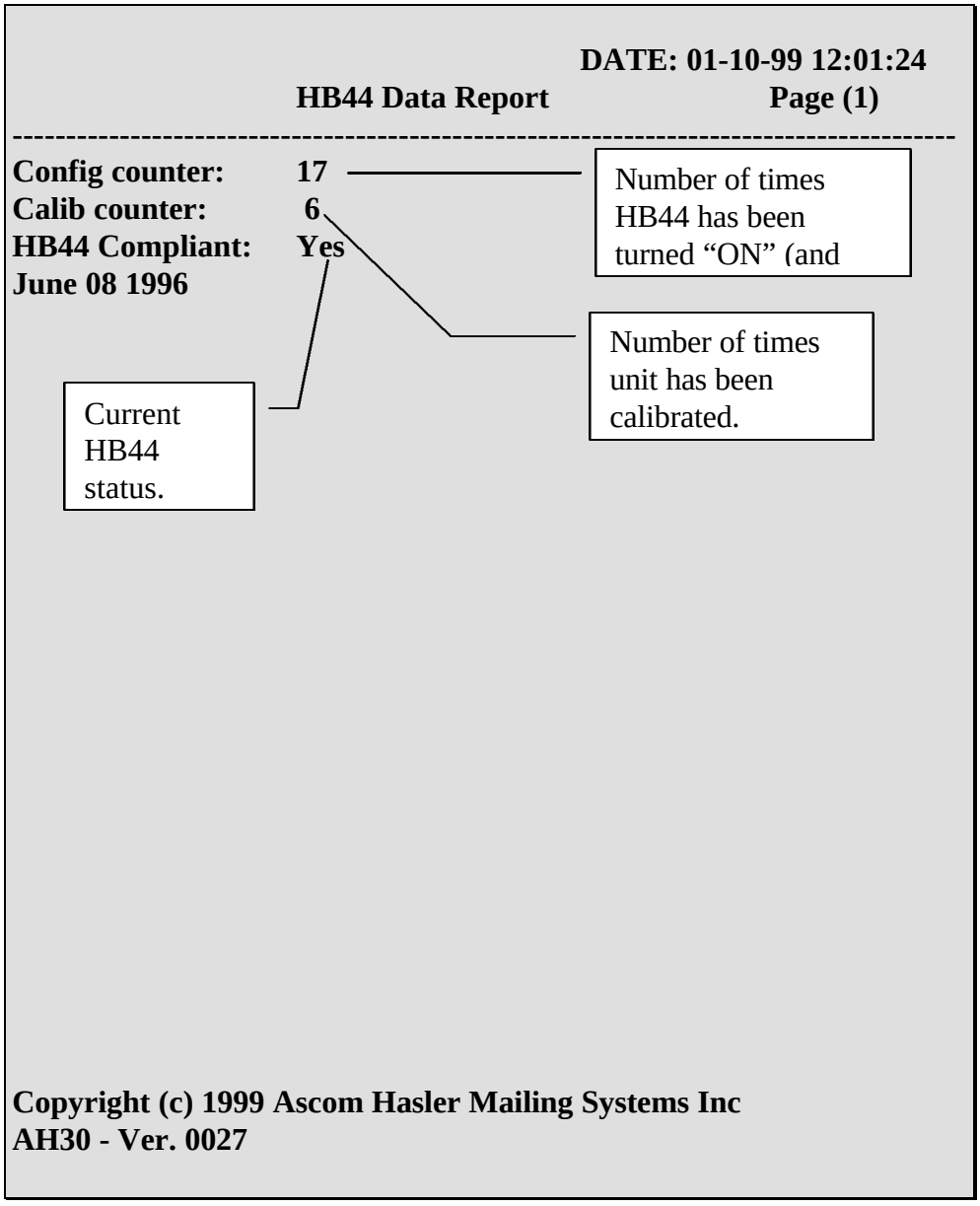
• Use the [▼] to select [HB44 Data] and press the [ENTER] key.



Select [Prnt] by pressing the appropriate softkey to print the current information.

Select [View] by pressing the appropriate softkey to display the information.

Sample HB44 Data Printout


DATE: 01-10-99 12:01:24
HB44 Data Report
Page (1)
Config counter: 17
Calib counter: 6
HB44 Compliant: Yes
June 08 1996
Number of times HB44 has been turned “ON” (and
Number of times unit has been calibrated.
Current HB44 status.
Copyright (c) 1999 Ascom Hasler Mailing Systems Inc
AH30 - Ver. 0027

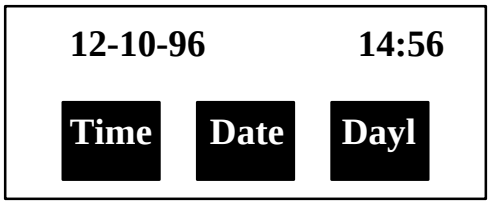
Time/Date

To set the time and/or date on the AH30, do the following:

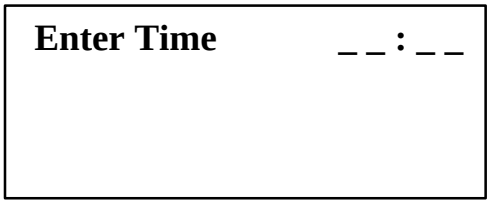
• Press the [SET UP] key.

• Use the [▼] to select [System Setup] and press the [ENTER] key.

• Use the [▼] to select [Time/Date] and press the [ENTER] key.

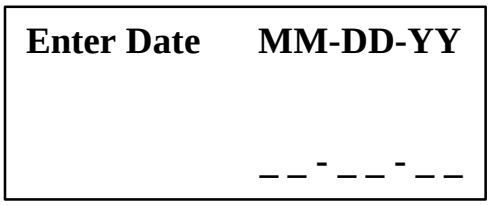


Select [Time] to enter a new time.



Using the numeric keys, enter the desired time and press the [ENTER] key. Time is in the military format; 11:00 AM= 11:00, 3:00 PM= 15:00

Select [Date] to enter a new date.



Using the numeric keys, enter the desired date and press the [ENTER] key.

Select [Dayl] by pressing the appropriate key to enable Daylight Savings Time.

Key Audio

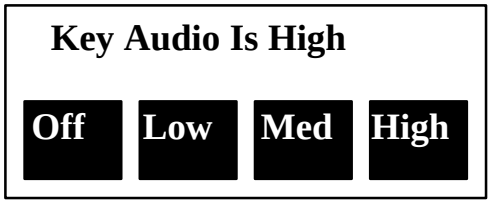
When [Key Audio] is selected, all keys (except [EXIT/PR.MENU] admit a “beep” when pressed.

[Key Audio] can also be set [Off], [Low], [Med], or [High].

To access [Key Audio], do the following:

- Press the [SET UP] key.
- Use the [▼] to select [System Setup] and press the [ENTER] key.
- Use the [▼] to select [Audio Enter] and press any key (except the [EXIT/PR.MENU] key and a “beep’ will sound.

To access the [Key Audio] settings, press the [ENTER] key.



Select the desired setting by pressing the appropriate softkey.

Overview

The AH30 has the capability of programming discounts by a percentage or a flat rate.

Function	Page
Program a discount quick start	15-1
Use a discount quick start	15-1
Programming a discount	15-2
Using a discount	15-3

Layout

[SET UP] – [Rate Setup]–[Discounts] –… various rates ┬──[%]
├──[Flat]
└──[Clr]

Quick Start Program A Discount

Step	Action	Comments/Result
1	Press the [SET UP] key.	
2	Use the [▼] to select [Rate Setup], [ENTER].	
3	Use the [▼] to select [Discount], [ENTER].	
4	Select the desired rate to program the discount.	
5	Enter the type of discount: [%] or [Flat], [ENTER]	% = % of the rate. Flat = a constant amount.
6	Enter the desired discount amount, [ENTER].	
7	**When** done, [EXIT/PR.MENU].	

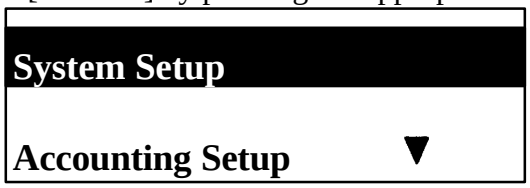
Use A Discount

Step	Action	Result
1	Press the object on the scale platform.	Weight displayed
2	Select the desired rate (that has a discount programmed)	Rate value shown
3	Press [SPEC SERV] and select [Dsc].	
4	Press [EXIT/PR.MENU] till the rate and weight are displayed.	The new discounted rate will be displayed.

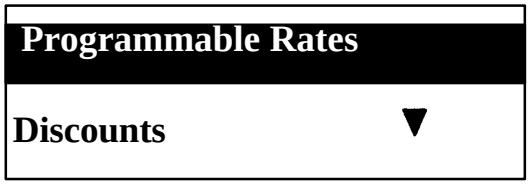
Programming A Discount

To program a rate, do the following:

- Select [SET UP] by pressing the appropriate key.



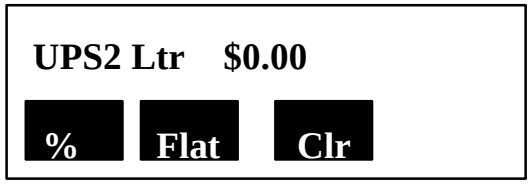
- Use the [▼] to select [Rate Setup], then press the [ENTER] key.



- Use the [▼] to select [Discounts], then press the [ENTER] key.

- Use the [▼] to select the desired rate that you want a discount for.

There may be several sub-menus to select the desired rate.



The selected rate …
UPS 2nd Day Letter

- Select [%] or [Flat] for type of rate.

[%]	a percentage of the rate amount.
[Flat]	a flat discount amount.
[Clr]	clears the programmed discount.

Continued on the next page.

Programming A Discount continued

Enter Discount
$ _ _ _ _ _ . _ _ 0

- Use the numeric keypad to enter the desire discount (percentage or amount) and press [ENTER].

UPS2 Ltr $0.50		
%	**Flat**	**Clr**

The selected rate …
UPS 2nd Day Letter
Programmed Discount
$0.50

- Press the [EXIT/PR.MENU] key until the rate/weight screen is displayed.

Using A Discount

- Place the item on the platform and select the desired rate (the rate must have a programmed discount).

0 lb 1.7 oz $7.25
UPS2 Ltr 064/208

- Press the [SPEC SERV] key and select [Dsc], press [EXIT/PR.MENU]

0 lb 1.7 oz $6.75
UPS2 Ltr 064/208

The rate with the programmed discount of $0.50 is displayed.

USPS Domestic Rates

First Class Mail					
[1st]			**Optional / Standard**	**Scale Abrev. / Path**	**Scale Abrev. /Display & Report**
Non automation	Single Piece		Standard	Ltr, Ltr	1st Sngl
	Presorted		Standard	Ltr, Pres	1st Pres
	Postal Cards	Single Piece	Standard	Crd, Card	Card Sngl
		Presorted	Standard	Crd, PCard	Card Pres
Automation	Letters	Basic	Optional Pkg #1	LtrA, Bas	1stA Bas
		3-Digit	Optional Pkg #1	LtrA, 3D	1stA 3D
		5-Digit	Optional Pkg #1	LtrA, 5D	1stA 5D
		Carrier Route	Optional Pkg #1	LtrA, CrRt	1stA CrRt
	Flats	Basic	Optional Pkg #1	LtrA, Flt	1stA FltB
		3/5	Optional Pkg #1	LtrA, F35	1stA Fl35

Priority Mail					
[PRI]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
	Single Piece		Standard	Sngl	Pri Sngl

Express Mail					
[EXP]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
	Same-Day Airport		Standard	A-A	A-A
	Custom Designed		Standard	Cust	Exp Cust
	Next day/2nd Day - PO to PO		Standard	P-P	Exp P-P
	Next Day/2nd Day - PO to Addressee		Standard	P-A	Exp P-A

Scale Abrev./Path indicates the abbreviations sued by the scale and the order in which they happen to get to the rate.
For example: Automation, Letters, Basic … path is [1st Class], LtrA, Bas

USPS Domestic Rates continued

Standard Mail (A)					
[STD (A)]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Regular Bulk					
Nonautomation	Regular - Letter	Basic	Optional Pkg #2	StdR, Ltr, Bas	StdR Ltr
		3/5	Optional Pkg #2	StdR, Ltr, 3/5	StdR L35
	Regular- NonLetter	Basic	Optional Pkg #2	StdR, Oth, Bas	StdR Bas
		3/5	Optional Pkg #2	StdR, Oth, 3/5	StdR 35
Automation	Regular - Letter	Basic	Optional Pkg #2	StdR, LtrA, Bas	StdR ALB
		3-Digit	Optional Pkg #2	StdR, LtrA, 3D	StdR AL3D
		5-Digit	Optional Pkg #2	StdR, LtrA, 5D	AL5D
	Regular - NonLetter	Basic	Optional Pkg #2	StdR, OthA, Bas	StdR ABas
		3/5	Optional Pkg #2	StdR, OthA, 3/5	StdR A35
NonProfit					
Nonautomation	Nonprofit Letter	Basic	Optional Pkg #2	StdN, Ltr Bas	StdN Ltr
		3/5	Optional Pkg #2	StdN, Ltr 3/5	StdN L35
	Nonprofit NonLetter	Basic	Optional Pkg #2	StdN, Oth Bas	StdN Bas
		3/5	Optional Pkg #2	StdN, Oth 3/5	StdN L35
Automation	Nonprofit Letter	Basic	Optional Pkg #2	StdN, LtrA Bas	StdN ALtr
		3/5	Optional Pkg #2	StdN, LtrA 3/5	USPS StdN AL35

USPS Domestic Rates continued

Standard Mail (A) continued					
[STD (A)]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Carrier Route					
Nonautomation	Letter	Basic	Optional Pkg #2	StdE, Ltr, Bas	StdE Ltr
		High Density	Optional Pkg #2	StdE, Ltr, HiD	StdE LHiD
		Saturation	Optional Pkg #2	StdE, Ltr, Sat	StdE LSat
	NonLetter	Basic	Optional Pkg #2	StdE, Oth, Bas	StdE Bas
		High Density	Optional Pkg #2	StdE, Oth, HiD	StdE HiD
		Saturation	Optional Pkg #2	StdE, Oth, Sat	StdE Sat
Automation	Letter		Optional Pkg #2	StdE, LtrA	StdE Altr
DSCF Discount for Non-Profit Non-Automation Rates					
	Letter	Basic	Optional Pkg #2	SCFN Ltr Bas	SStdN Ltr
		3/5 Digit	Optional Pkg #2	SCFN Ltr 3/5	SStdN L35
	Non-Letter	Basic	Optional Pkg #2	SCFN Oth Bas	SStdN Bas
		3/5 Digit	Optional Pkg #2	SCFN Oth 3/5	SStdN 35

Standard Mail (B)					
[STD (B)]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
	Single Piece – Special		Standard	Spc	StdB Spc
	Single Piece - Bound Printed Matter		Standard	Prt	StdB Prt
	Library Mail	Single Piece	Standard	Lib	StdB Lib
	Parcel Post	Inter BMC	Standard	Parc	StdB Parc
		Intra BMC	Standard	BMC	StdB BMC

USPS Domestic Services

USPS Domestic Services					
			Optional / Standard	**Scale Abrev. /Path**	**Comments**
	Certified		Standard	Cer	
	C.O.D.		Standard	COD	
	Delivery Confirmation (Manual)		Standard	Del	Available only with Priority Mail or Standard (B) Mail.
	Insured Mail		Standard	Ins	
	Oversized Mail		Optional Pkg #4	Ovs	
	Registered Mail Without Insurance		Standard	Reg Reg	
	Registered Mail With Insurance		Standard	Reg Rgi	
	Restricted Delivery		Standard	RD	Available with Registered, Certified, COD, or Insurance over $50.
	Return Receipt		Standard	RR	
	Return Receipt for Merchandise		Optional Pkg #4	RM	
	Special Handling		Standard	Sph	

USPS International Air Rates

USPS International Air Rates					
[USPS INTL]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Letters & Letter Packages	Air		Standard	Air, Ltr	IntlA Ltr
Printed Matter	Air		Standard	Air, PrtM	IntlA PrtM
Publishers Periodicals	Air		Standard	Air, PubP	IntlA PubP
Book & Sheet Music	Air		Standard	Air, Book	IntlA Book
Parcel Post	Air		Standard	Air, Parc	IntlA Parc
Express	Air	Custom Designed	Standard	Air, ExpC	IntA ExpC
		On Demand	Standard	Air, ExpD	IntA ExpD
Post Card	Air		N/A	N/A	N/A
Small Packets	Air		Standard	Air, SPkt	IntlA Spkt
Catalog	Air		Standard	Air, Cat	IntlA Cat
Mailbag	Air		N/A	N/A	N/A
Global Priority Mail	Air	Small Envelope	Standard	Air, GPS	GlPri SEnv
	Air	Large Envelope	Standard	Air, GPL	GlPri LEnv
	Air	Variable	Standard	Air, GPV	GlPri Var

USPS International Surface Rates

USPS International Surface Rates					
[USPS INTL]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Printed Matter	Surface		Optional Pkg #3	Surf, PrtM	IntlS PrtM
Publishers Periodicals	Surface		Optional Pkg #3	Surf, PubP	IntlS PubP
Book & Sheet Music	Surface		Optional Pkg #3	Surf, Book	IntlS Book
Parcel Post	Surface		Optional Pkg #3	Surf, Parc	IntlS Parc
Small Packet	Surface		Optional Pkg #3	Surf, SPkt	IntlS SPkt
Catalog	Surface		Optional Pkg #3	Surf, Cat	IntlS Cat
MailBag	Surface		N/A	N/A	N/A

USPS International Services

USPS International Services					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
	Insured Mail (Parcel Post only)		Standard	Ins	
	Oversized Mail		Optional Pkg #4	Ovs	
	Registered Mail		Standard	Reg	
	Return Receipt		Standard	RR	
	Special Delivery		Standard	Spd	
	Special Handling		Standard	Sph	
	Dimensional Weighing		Standard	DW	

UPS Domestic Rates

UPS Domestic Rates					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
UPS Ground [UPS GND]	Commercial		Standard	Com	UPSG Com
	Residential		Standard	Res	UPSG Res
	GroundTrac		N/A	N/A	N/A
	Canada		Standard	Can	UPSG Can
	Hundredweight		N/A	N/A	N/A
	Call Tag		N/A	N/A	N/A
UPS Air - 2nd Day/ 3 Day [UPS 2ND 3DAY]	2nd Day	Letter	Standard	2Day, Ltr	UPS2 Ltr
		Package	Standard	2Day, Pkg	UPS2 Pkg
		AM Letter	Standard	2Day, ALtr	UPS2 ALtr
		AM Package	Standard	2Day, APkg	UPS2 APkg
		Hundredweight	N/A	N/A	N/A
	3 Day	Commercial	Standard	3Day, Com	UPS3 Com
		Residential	Standard	3Day, Res	UPS3 Res
		Hundredweight	N/A	N/A	N/A
UPS Air - Next Day [UPS NEXT]		Letter	Standard	Ltr	UPSN Ltr
		Packages	Standard	Pkg	UPSN Pkg
		Hundredweight	N/A	N/A	N/A
		Air Saver Letter	Standard	SLtr	UPSN SLtr
		Air Saver Package	Standard	SPkg	UPSN SPkg

UPS International Rates

UPS International Rates					
[UPS INTL]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Worldwide Services-	Express (other)	Letters	Standard	Oth, Ltr	UPSI Ltr
		Packages	Standard	Oth, Pkg	UPSI Pkg
	Expedited	Packages	Standard	Oth, EpdP	UPSI EPkg
Canada	Express	Letters	Standard	Can, ExpL	UPSC Ltr
		Packages	Standard	Can, ExpP	UPSC Pkg
	Expedited	Packages	Standard	Can, EpdP	UPSC EPkg
Mexico	Express	Letters	Standard	Mex, ExpL	UPSM Ltr
		Packages	Standard	Mex, ExpP	UPSM Pkg
	Expedited	Packages	Standard	Mex, EpdP	UPSM EPkg

UPS Services

UPS Services					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
	Additional Handling		Standard	AH	
	Call Tag		N/A	N/A	
	C.O.D.		Standard	COD	
	Declared Value		Standard	Ins	
	Dimensional Weight		Standard	DW	
	Oversized		Standard	Ovs	
	Insurance		Standard	See Declared Value	
	Delivery Confirmed Reciept (DCR)	With Address	Standard	DCA	
		With Signature	Standard	DCS	
	Extended Area Surcharge		Standard	EAS	

RPS Rates

RPS Rates					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Ground [RPS GND]	US	Commercial	Standard	Com	RPSG Com
		Residential	Standard	Res	RPSG Res
		Call Tag	N/A	N/A	N/A
	Canada		Standard	Can	RPSG Can
Deferred Air [RPS AIR]	Continential U.S.		Standard	DAir, Dom	RPSD Dom
	Alaska		Standard	DAir, Ak Zone 17	RPSD AK
	Hawaii		Standard	DAir, H&PR, Zone 9	RPS DAir Dom
	Mexico		Standard	DAir, Mex, Zone 61	RPSD Mex
	Puerto Rico		Standard	Domestic, H&PR Zone 10	RPS2 Dom
2 Day Air [RPS AIR]	U.S.		Standard	2Day	RPS2 Dom
3 Day	US		Standard	3Day	RPS 3Day

RPS Services

RPS Services					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
	Acknowledgement of Delivery		Standard	AD	
	Additional Handling		Standard	AH	
	Call Tag		N/A	N/A	
	C.O.D.		Standard	COD	
	Declared Value		Standard	Ins	
	Dimensional Weighing		Standard	DW	
	Oversized		Standard	Ovs	

FedEx Rates

FEDEX Rates					
[FEDEX]			**Optional / Standard**	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Priority Overnight	Letter		Standard	Pri, Ltr	FedP Ltr
	Packet		Standard	Pri, Pak	FedP Pak
	Package		Standard	Pri, Pkg	FedP Pkg
Standard Overnight	Letter		Standard	Std, Ltr	FedS Ltr
	Packet		Standard	Std, Pak	FedS Pak
	Package		Standard	Std, Pkg	FedS Pkg
Economy	Package		Standard	Econ	FedE Pkg
International	Letter		Standard	Intl, Ltr	FedI Ltr
	Packet		Standard	Intl, Pak	FedI Pak
	Package		Standard	Intl, Pkg	FedI Pkg

FedEx Services

FEDEX Services					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
	Insurance		Standard	Ins	
	COD		Standard	COD	
	Oversized		Standard	Ovs	

DHL Rates

DHL Rates					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Domestic - Overnight	Letter		Standard	Other Carrier, DHL, Dom, Ltr	DHL Ltr
	Package		Standard	Other Carrier, DHL, Dom, Pkg	DHL Pkg
International	Letter		Standard	Other Carrier, DHL, Intl, Ltr	DHLI Ltr
	Document		Standard	Other Carrier, DHL, Intl, Doc	DHLI Doc
	Package		Standard	Other Carrier, DHL, Intl, Pkg	DHLI Pkg

AIRBORNE Rates

AIRBORNE Rates					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
Domestic	Letter		Standard	Other Carrier, Abn, Ltr	Abn Ltr
	Package		Standard	Other Carrier, Abn, Pkg	Abn Pkg

EMERY Rates

EMERY Rates					
			Optional / Standard	**Scale Abrev. /Path**	**Scale Abrev. /Display & Report**
AM	Letter		Standard	Other Carrier, Emry, AM, Ltr	EmryA Ltr
	Pak		Standard	Other Carrier, Emry, AM, Pak	EmryA Pak
	Package		Standard	Other Carrier, Emry, AM, Pkg	EmryA Pkg
PM	Letter		Standard	Other Carrier, Emry, PM, Ltr	EmryP Ltr
	Pak		Standard	Other Carrier, Emry, PM, Pak	EmryP Pak
	Package		Standard	Other Carrier, Emry, PM, Pkg	EmryP Pkg
2nd Day	Package		Standard	Other Carrier, Emry, 2Pkg	Emry2 Pkg

Key Functions Appendix B

Most keys are multi-functional ... can activate a function or serve as an alpha-numeric entry.

Key	Function	Letter
[ON/OFF]	Turns the AH30 “ON” or “OFF”	
[F1] - [F4]	Function softkeys used to select display menu items	
USPS		
[1ST]	Selects USPS First Class mail rates	A
[PRI]	Selects USPS Priority mail rates	H
[STD (A)]	Selects USPS Standard A mail rates	B
[STD (B)]	Selects USPS Standard B mail rates	I
[SPEC SERV]	Selects Special Services (C.O.D., Insurance, Oversized, etc.) for the various carriers. The selection available depends upon the carrier selected.	C
[EXP]	Selects USPS Express mail rates	J
[BEST WAY]	Selects the lowest cost method to ship an item. Softkey can be programmed for different carriers.	D
[USPS INTL]	Selects USPS International mail rates	K
UPS		
[UPS 2ND 3 DAY]	Selects UPS Second-Day and 3-Day Select rates	O
[UPS GND]	Selects UPS Ground Commercial and Ground Residential rates.	P
[UPS NEXT]	Selects UPS Next-Day Air rates	Q
[UPS INTL]	Selects UPS International rates	R
Other Carriers		
[RPS AIR]	Selects RPS Next-Day Air rates	V
[RPS GND]	Selects RPS Ground Commercial and Ground Residential rates.	W
[FEDEX]	Selects Federal Express rates	X
[OTHER CARR]	Selects other common carriers (DHL, Emery, Airborne, etc.) and any user-programmed rates.	Y
Feature/Functions		
[MTR PKG]	Processes a package. When selected, the rate displayed on the AH30 will be electronically transferred to the postage meter.	E
[MTR LTR]	Processes a letter. When selected, the rate displayed on the AH30 will be electronically transferred to the postage meter.	L
[TOTAL MAIL]	Selects the Total Mail function (Batch).	S

Continued on the next page.

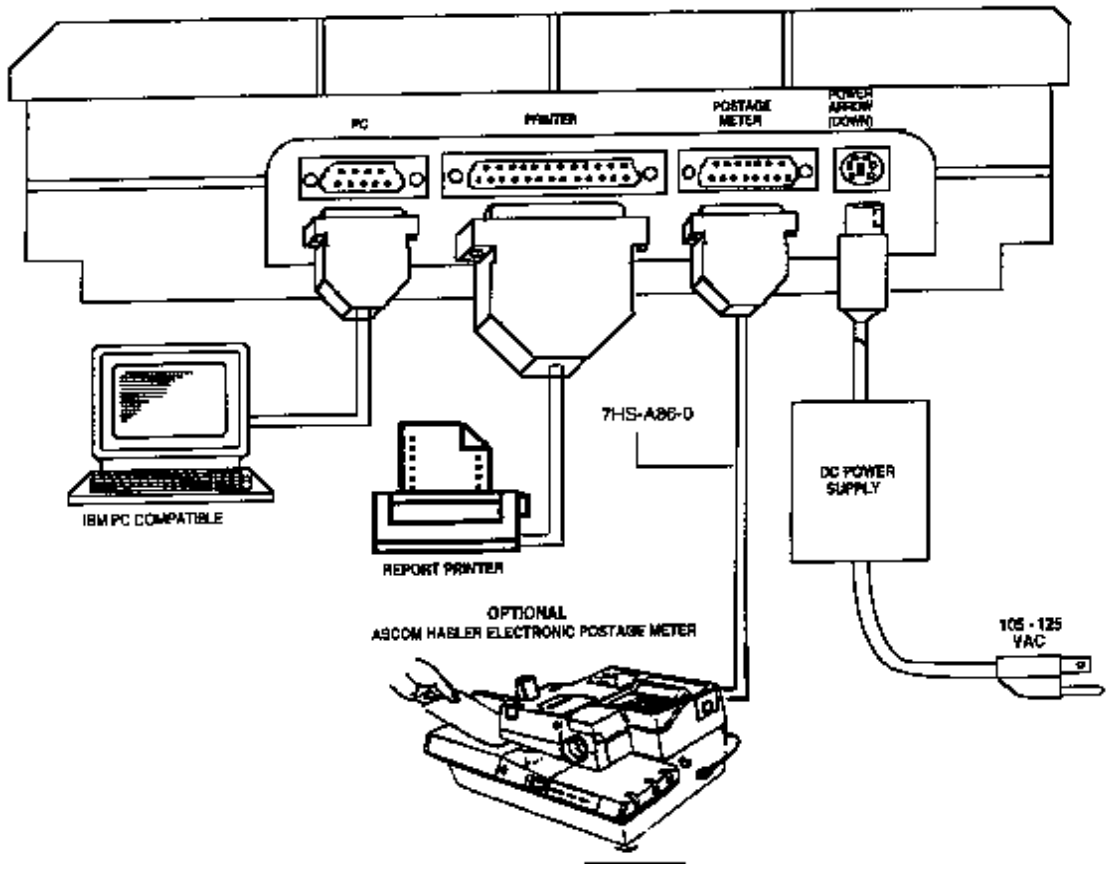
Continued from
the previous page.

Key	Function	Letter
Feature/Functions		
[ZIP ZONE]	Converts a three-digit or five-digit zip code to a shipping zone, enters a zone, or enters a country name.	F
[M]	Expands the abbreviation name of the selected rate.	M
[T]	Enables toggling between Conventional and Differential weighing without using the [SPEC FNC] key.	T
[PRINT/TOTAL]	Adds the system total to the active account without setting the postage meter.	
[ZERO]	Zeros out the weight on the scale platform.	G
[SET UP]	Selects the Set Up menu ... includes System Setup, Accounting Setup, I/O Setup, Rate Setup, Reset to Defaults, Print System Setup, Show Serial Number, Install Updates, HB44 Compliance.	N
[SPEC FNC]	Selects the Special Function menu (Weigh source, Weigh method, Metric weight, Count function)	U
[ACCT SPACE]	Selects the Accounting menu, and is the space key	Space
[ALT DISP]	Provides more information about what is on the AH30's display (carrier rate, special services, etc.)	
[▲/+]	Used to scroll up the menu items.	
[▼/-]	Used to scroll down the menu items.	
[EXIT/PR.MENU]	Used to return to the previous menu. If pressed a number of times, will return to the weight/rate display.	
[ENTER]	Used to enter or confirm an entry.	
[CLEAR]	Used to clear incorrectly entered information.	
[0] - [9]	Numeric keys 1 through 9.	

Basic Setup

Basic scale setup is easy, simply do the following:

- Place the scale line (power) connector into the labeled receptacle located at the back of the AH30 console.



- Place the DC Power Supply connector into a wall outlet.

If you have purchased the optional Meter Interface:

- Connect your meter/base via cable to the back of the AH30 at the connector labeled **"POSTAGE METER".**

If you have purchased the optional Accounting Package:

- Connect your report printer via cable to the back of the AH30 at the connector labeled **"PRINTER".**

If you have purchased the optional PC Interface:

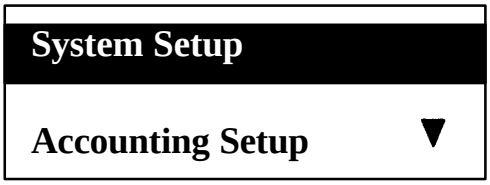
- Connect your PC via cable to the back of the AH30 at the connector labeled **"PC".**

Meter I/O Setup

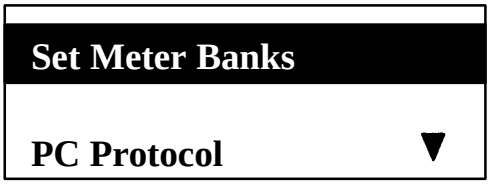
Step	Action
1	Press [SET UP] key
2	Use the [▼] key to select [I/O Setup], press [ENTER] key
3	Use the[▼] key to select [Set Meter Banks], press [ENTER] key
4	Select [3Std], [4Std], [4Dec], or [5Dec] to match the type of meter used

To configure the AH30 to communicate with an external meter/base:

- Press the [ON/OFF] key on the AH30 console.
- Press the [SET UP] key.



- Use the [▼] key to select [I/O Setup] and then press the [ENTER] key.



- Use the [▼] key to select [Set Meter Banks] and then press the [ENTER] key.

This display indicates that [4Dec] has been selected for a 4 Bank Decimal Meter

- Select [3Std], [4Std], [4Dec], or [5Dec] to match the type of meter used by pressing the appropriate softkey.
- Press the [EXIT/PR.MENU] key to exit.

AH30 Setup PC Interface

The following should be done to set up the AH30:

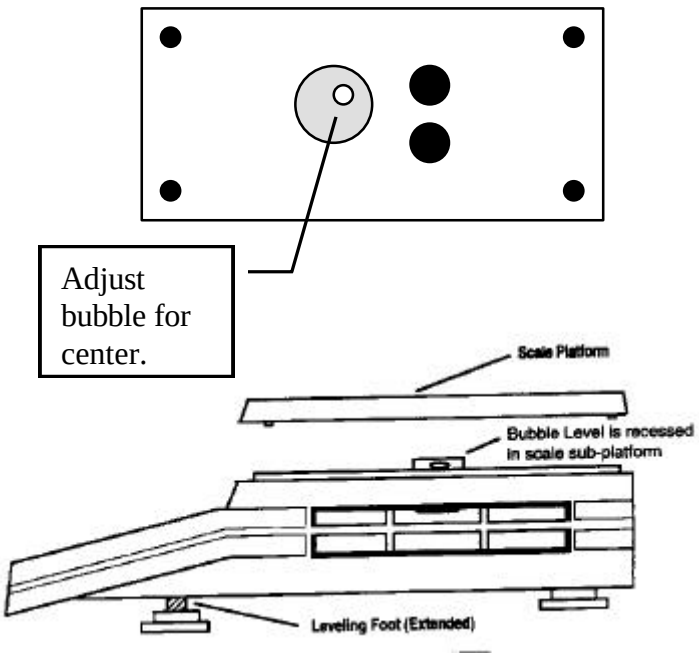
Step	Action	Comments
1	Connect the PC interface cable from the AH30 back port (labeled "PC") to the proper port on the back of the PC.	
2	Press the [SET UP] key on the AH30.	
3	Use the [▼] to select [I/O Setup] and press the [ENTER] key.	
4	Use the [▼] to select [PC Protocol] and press the [ENTER] key.	
5	Select either [ASCI] or [Krmt] by pressing the appropriate [F1] through [F4] softkey.	ASCII protocol does not provide any error handling. The format is printer compatible so that the output can be sent to a printer. KERMIT protocol provides error handling while transferring data. It requires a communication package that supports KERMIT on the PC.
6	Press the [EXIT/PR.MENU] key.	
7	Use the [▼] to select [Serial Port 1] and press the [ENTER] key.	
8	Select [Baud Rate]. Select [9600]. Press the [EXIT/PR.MENU] key.	
9	Select [Stop Bits]. Select [Two]. Press the [EXIT/PR.MENU] key.	
10	Select [Parity]. Select [None]. Press the [EXIT/PR.MENU] key.	
11	Select [Length]. Select [8]. Press the [EXIT/PR.MENU] key.	

PC Setup Using Windows

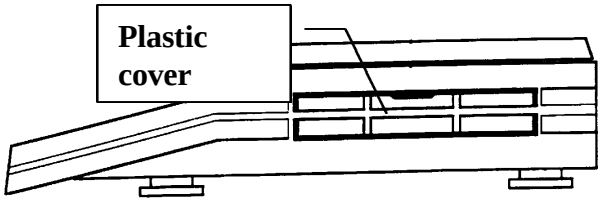
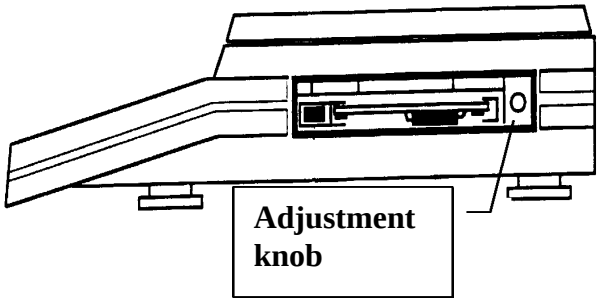
The following should be done to set up the PC:

Step	Action	Comments
1	Run WINDOWS	
2	Select the PROGRAM MANAGER.	
3	Select TERMINAL.	
4	Select SETTINGS.	
5	Select COMMUNICATIONS.	
6	Select the COM PORT to use. Select 9600 for BAUD RATE. Select 8 for DATA BITS. Select 2 for STOP BITS. Select NONE for PARITY. Select OK.	The COM PORT select should be the same as the one that the cable from the AH30 is connected to.
7	Select SETTINGS.	
8	Select BINARY TRANSFERS.	
9	Select KERMIT. Select OK.	

Leveling The Platform

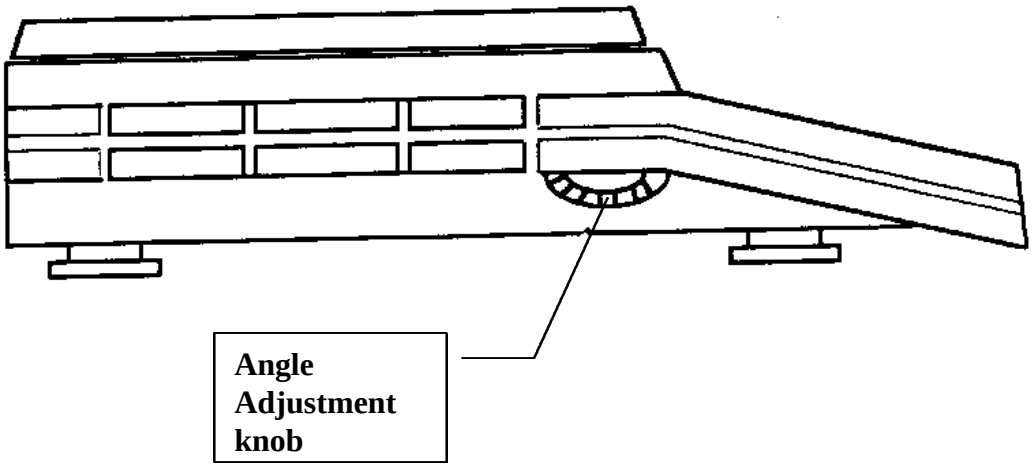
Step	Action	Comments
1	Unplug power from the scale.	
2	Remove the scale platter by gently pulling upward while gripping at both sides.	
3	While viewing the centering bubble, adjust the scale's feet so that the bubble is in the center.	
4	Replace the scale platter.	Carefully lining up its underside dowell heads with the holes on the platter surface.
5	Plug power back into the scale.	

Contrast Adjustment

Step	Action	Comments
1	**Unplug power from the scale.**	
2	• On the right side of the scale console, locate the plastic cover with the cutout. • Insert the tip of a flat screwdriver into the horizontal slot at the top of the cutout. • Raise the right side of the scale approximately 3/4" above the table. • Gently pry the plastic cover towards you, the cover should drop down.	Right side view of an AH5, AH10, or an AH30 scale showing the location of the plastic cover (highlighted). 
3	**Plug power back into the scale.**	
4	Turn the adjustment knob to the desired contrast setting.	Right side view of an AH5, AH10, or an AH30 scale showing the plastic cover open. 
5	Close the plastic cover	

Display Angle Adjustment

The display angle is adjustable for easy viewing, by turning the angle adjustment knob.



Technical Specifications

ITEM	SPECIFICATIONS
Physical Characteristics	
Length	10.75 inches
Width	13.25 inches
Height	3.25 inches
Weight	8.0 pounds
Scale Platform:	
Length	10.50 inches
Width	7.875 inches
Electrical Characteristics	
Unit	AC input 105-125 VAC, 60 Hz
Display	Alpha-numeric backlit LCD panel 480 dots (W) by 64 dots (H) resolution Adjustable viewing angle 30 to 80 degrees
Weighing Characteristics	
Weight Capacity	30 pounds maximum
Display Accuracy	0.0 to 10.0 pounds 0.1 oz 10.0 to 30.0 pounds 0.2 oz

Default Settings

The following settings are the factory default settings:

Function		Condition
System Setup	Repeat Services	Off
	Repeat Zip/Zone	Off
	Rate Path Memory	Off
	Key Audio	Medium [Med]
	Best Way	[User]
	Best Way rate comparison	Enabled
	Password	Disabled
	Discounts	Disabled
	HB44 Compliance	Off
I/O Setup	Set Meter Banks	Selectable
	Journal Log	Off
	PC Protocol	ASCII
Serial Port 1	Baud Rate	1200
	Stop Bits	2
	Parity	Odd
	Length	7
Accounting	Account Type	Standard
	Form Feed	Off
	Account Prompting	Off

This setting will become the current settings if a [Reset to Defaults] is performed.

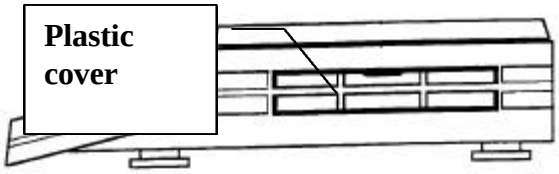
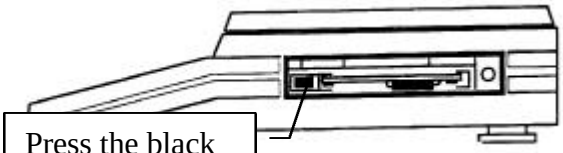
Changing Rates

The following covers the correct procedure to be used when installing a new Rate (Application) Card in an AH30 scale.

A Zip/Zone Card is not required before installing an Application (Rate) Card in the scale. It is important that the correct version Zip/Zone version has already been installed for the authorization code to work and the scale to operate properly.

Authorization Codes are based on the scale serial number, the zip/zone card, version and the rate (application) card version.

Rate Card Procedure

Step	Action	Comments
1	Unplug power from the scale.	
2	• On the right side of the scale console, locate the plastic cover with the cutout. • Insert the tip of a flat screwdriver into the horizontal slot at the top of the cutout. • Raise the right side of the scale approximately 3/4" above the table. • Gently pry the plastic cover towards you, the cover should drop down.	Right side view of an AH30 scale showing the location of the plastic cover (highlighted). 
3	If an application card is installed, remove it by pressing the black release button (the card should move slightly outward) and then pull the white tab toward you till the card is out.	Right side view of an AH30 scale showing the plastic cover open. 
4	Insert the Rate Card into the scale, making sure the white label is facing up and the card is inserted between the rails.	When inserting the card, simultaneously press on each side of the Rate Card until it is firmly in place. EPROM chips on the card should face down.

continued on next page

Rate Card Procedure continued

Step	Action	Comments
5	Reapply power to the scale.	The scale will turn on automatically. The "Checking Memory" and "Checking System" messages appear.
10	The "Checking Memory" and "Checking System" messages appear. The system will prompt the following: **"ENTER AUTHORIZATION NUMBER _ _ _

Tips for Using The Scale With Other Equipment

The AH Scale can be configured and connected to be used with a wide variety of Ascom products. Here are some tips on how to configure the scale with other equipment:

- When using in conjunction with an AMS-24, password protect Option Number 3 on the AMS-24. This will help avoid accidental clearing of the totals in the AMS-24. This password should be changed weekly, monthly, etc.
- Use a "UPS" (Uninterrupted Power Supply) for each AMS-24.

- Enable the Block Meter Menu function to disable the meter keypad and help eliminate accounting discrepancies caused by operators manually entering postage through the meter instead of using the scale/AMS-24.

- To avoid scale settings from being accidentally changed … password protect such menus as the System Setup, Accounting Setup, and I/O Setup.
- Once the scale is configured, the menus should be password protected.

Type	Abbreviation	Meaning
USPS	3/5	3 or 5 Digit
	3D	3 Digit
	5D	5 Digit
	A-A	Addressee - to - Addressee
	Bas	Basic
	Card	Card
	Crd	Card
	CrRt	Carrier Route
	Cust	Custom
	Del	Delivery Confirmation
	F35	Flat 3 or 5 Digit
	Flt	Flat
	HiD	High Density
	Lib	Library
	Ltr	Letter
	LtrA	Automated Letter
	Oth	Other
	OthA	Automated Other
	P-A	Post Office - to - Addressee
	P-P	Post Office - to - Post Office
	PCrd	Presort Card
	Pres	Presort
	Pri	Priority
	RD	Restricted Delivery
	Sat	Saturday
	Sngl	Single
	StdE	Standard A Enhanced Carrier Route Bulk
	StdN	Standard A NonProfit Rate Bulk
	StdR	Standard A Regular Bulk

Type	Abbreviation	Meaning
UPS	2Day	2 Day
	3Day	3 Day
	ALtr	2nd Day AM Letter
	APkg	2nd Day AM Package
	Can	Canada
	Com	Commercial
	EpdP	International Expedited Package
	ExpL	International Express Letter
	ExpP	International Express Package
	Ltr	Letter
	Mex	Mexico
	Othr	Other
	Pkg	Package
	Res	Residential
	SLtr	Next Day Air Saver Letter
	SPkg	Next Day Air Saver Package

Type	Abbreviation	Meaning
RPS	2Day	2 Day
	3day	3 Day
	Ak	Alaska
	Can	Canada
	Com	Commercial
	DAir	Domestic Air
	Dom	Domestic
	Mex	Mexico
	Res	Residential
FEDEX	Econ	Economy
	Intl	International
	Ltr	Letter
	Pak	Packet
	Pkg	Package
	Pri	Priority
	Std	Standard
DHL	Doc	Document
	Dom	Domestic
	Intl	International
	Ltr	Letter
	Pkg	Package
Airborne [ABN]	Ltr	Letter
	Pkg	Package
Emery [Emry]	2Pkg	2 Day Package
	AM	AM
	Ltr	Letter
	Pak	Packet
	Pkg	Package
	PM	PM

Type	Abbreviation	Meaning
Special Services [SPEC SERV]	%	Percentage
	AH	Additional Handling
	AOD	Acknowledgment On Delivery
	Cer	Certified
	COD	Cash On Delivery
	DCA	Delivery with Confirmed Address
	DCR	Delivery with Confirmed Receipt
	DCS	Delivery with Confirmed Signature
	Dsc	Discount
	DW	Dimensional Weighing
	EAS	Extended Area Surcharge
	Flt	Flat
	Ins	Insurance
	Ovs	Over-Sized
	Reg	Registered
	RRM	Return Receipt with Merchandise
	RR	Return Receipt
	SpC	Special Charges
	Sph	Special Handling

Type	Abbreviation	Meaning
General	3Std	3 Bank Standard
	4Dec	4 Bank Decimal
	4Std	4 Bank Standard
	5Dec	5 Bank Decimal
	Clr	Clear
	ClrN	Clear Number
	Cnt	Count
	Dsbl	Disable
	Edit	Edit
	Enbl	Enable
	Metr	Meter
	PC Xmit Format	PC Transmit Format
	PC Xmit Function	PC Transmit Function
	Pred	Predefined
	Prnt	Print
	Prog	Program
	SetN	Set Number
	Sngl	Single
	Std	Standard

UPS

Rate	Zones	Comments
WorldWide Express Single Package	900-908	Changed w/version 0019
WorldWide Express Letter	900-908	Changed w/version 0019
Express single Package to Canada	81-82	Changed w/version 0019
WorldWide Express Letter to Canada	81-82	Changed w/version 0019
Standard single Letter to Canada	51-56	
WorldWide Express single Package to Mexico	80, 84	Changed w/version 0019
WorldWide Express Letter to Mexico	80, 84	Changed w/version 0019
WorldWide Expedited - Package	601-608	New w/version 0019
WorldWide Expedited - Package - Canada	71-72	New w/version 0019
WorldWide Expedited - Package - Mexico	74	New w/version 0019
Ground Commercial	2-8	
Ground Residential	2-8	
GroundTrac Commercial	2-8	N/A
GroundTrac Residential	2-8	N/A
GroundSaver Commercial	2-8	
GroundSaver Residential	2-8	
GroundSaver GroundTrac Commercial	2-8	N/A
GroundSaver GroundTrac Residential	2-8	N/A
3 Day Select	302-308	Multiple Zone 302-308 Single Zone 32-38
2nd Day Package	202-208, 224- 226	Multiple Zone 202-208, 224, 225, 226 Single Zone 12, 14, 15, 16
2nd Day Letter	202-208, 224- 226	Multiple Zone 202-208, 224, 225, 226 Single Zone 12, 14, 15, 16
2nd Day Air AM - Package	242-248	New w/version 0019
2nd Day Air AM - Letter	242-248	New w/version 0019
Next Day Package	102-108, 124- 126	Multiple Zone 102-108, 124, 125, 126 Single Zone 22, 24, 25, 26
Next Day Letter	102-108, 124- 126	Multiple Zone 102-108, 124, 125, 126 Single Zone 22, 24, 25, 26
Next Day Air Saver - Package	132-138	New w/version 0019
Next Day Air Saver - Letter	132-138	New w/version 0019
OverSized Ground Commercial	2-8	
OverSized Ground Residential	2-8	
OverSized GroundTrac Commercial	2-8	N/A
OverSized GroundTrac Residential	2-8	N/A
OverSized GroundSaver Commercial	2-8	N/A
OverSized GroundSaver Residential	2-8	N/A

RPS

Rate	Zones	Comments
Ground Commercial	2-8	
Ground Residential	2-8	
Ground to Canada	51, 54	
Deferred Air to Hawaii	9	
Deferred Air to Puerto Rico	10	
Deferred Air to Mexico	61	Changed w/version 0019
Deferred Air to Urban Alaska	17	
RPSAIR, to Mexico	67	Changed w/version 0019
RPSAIR, 2nd Day continental U.S.	72-78	
RPSAIR, 2nd Day to Puerto Rico	21	
RPSAIR, 2nd Day to Mexico	25	
RPSAIR, 2nd Day to Urban Alaska	27	
RPSAIR, 2nd Day to Hawaii	29	
OverSized Ground Commercial	2-8	
OverSized Ground Residential	2-8	
RPS 3-Day	32-38	

DHL

Rate	Zones	Comments
	A-H	Refer to DHL for country to zone information.

FedEx

Rate	Zones	Comments
Standard Domestic	2-9	
Standard Priority	2-10	Refer to FEDEX for country to zone information.
International	A-G	

Overview

The AH30's Message Center displays various messages if it determines that the attempted operation is illegal, may cause information to be lost, etc.
The AH30 may take several screens to display the complete message.

Messages

Message	Action/Comments
Weight out of range for class	• The weight on the platform exceeds the weight limitation of the selected class.
WARNING Information may be lost. Are you sure you want to perform this action? Hit Cont to perform or Exit to return to previous menu.	• Account information will be deleted and non-recoverable.
Overload Select a Class or Select a Function	• Mechanical stop screws on the metal platform are touching the plastic housing.
Unstable Select a Class or Select a Function	• Press the [ZERO] key. • Make sure that the table or platform that the AH30 is on is stable. • Make sure that a fan is not blowing on the scale. • Make sure the scale platform is level.
Not a valid zone or zip code [Cont]	• The zip code entered is not a valid zip code. • The zip code entered is not supported by the selected carrier.
Zone out of range for Carrier/Class for this weight [Cont]	• Check zone chart for Carrier/Class and weight.
Programmable Rate name already defined. Re-enter a new name or Edit this rate.	• The rate name that the operator entered has already been used for a programmed rate.
Only 10 programmable rates are allowed.	• The AH scale allows a maximum of 10 programmable rates and the maximum has been reached.
Rate is not meterable.	• A UPS, FEDEX, RPS, DHL, Emery, or Airborne rate has been selected. Only USPS rates are meterable. • A programmable rate that has not been configured to be meterable has been selected. If desired reconfigure the rate to be meterable.

Messages

Message	Action/Comments
Invalid Password. Re-enter password or exit to previous menu.	• An operator has tried to access a feature or function that is password protected with an incorrect password. Enter the correct password or press the [EXIT/PR.Menu] key.
Cannot change duplicate Account Name	• The operator has tried to rename an account with the current account name. For example: Rename account SALES to SALES. Solution is to select a different name.
Cannot add new accounts when using Predefined Account Type. Enter new name or reconfigure system.	• Go to [Accounting Setup] and add the new account name.
Account does not exist. Cannot modify or delete non-existent account.	• Selected account does not exist.
Cannot add more Accounts. Delete extra accounts and try again.	• The operator has tried to add an account over the maximum of 250 accounts. If desired, delete an old/unused account to make room for the new account.
Unable to find Account entered. Re-enter another Account.	• Selected account does not exist.
No accounts are assigned.	• Selected account does not exist.
The two passwords entered do not compare. Re-enter Password.	• The AH scale asked the operator to repeat the desired password to verify it and the passwords were different. Select [Cont] by pressing the appropriate [F1] - [F4] key and re-enter the correct password.
No new passwords can be assigned. Only ten secondary passwords may be assigned.	• The operator has tried to add a password when the maximum amount of 10 secondary passwords have already been reached.
Value out of range.	• Selected value out of range … exceeded limits.
Weight is zero or unstable.	• The operator has tried to mail a zero weight item. • Scale is not a zero weight ... press the [ZERO] key.
Charges exceed meter capacity.	• The operator selected meter letter for a postage value that exceeded the setting value of the postage meter. If desired, select [MTR PKG] and two tapes will be dispensed ... adding up to the desired postage amount.
Multitasking is stopped without recording any transactions.	• Operator exited Multtasking without processing any items.
Multitasking in process.	• Multitasking is enabled.

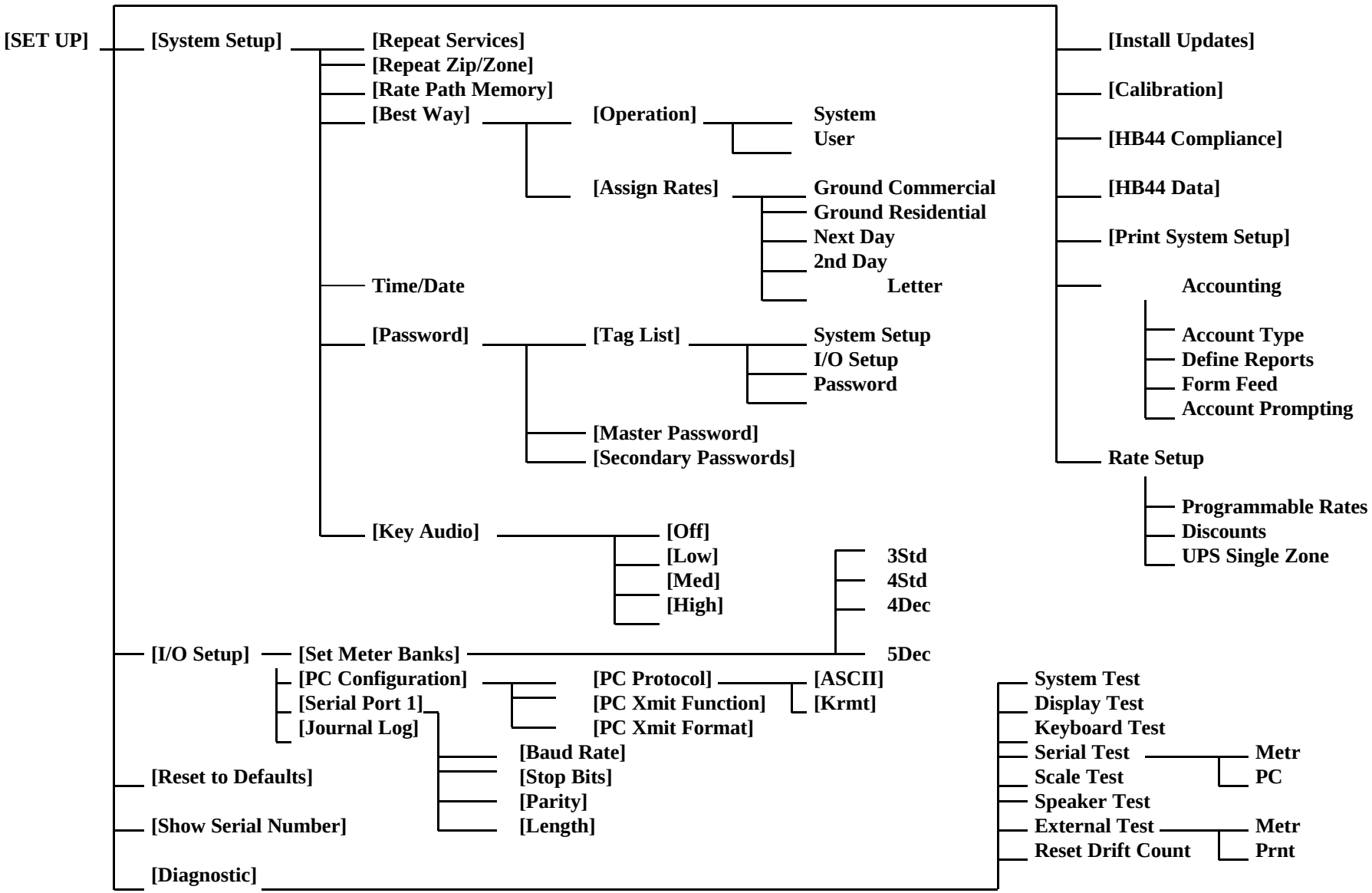
Messages

Message	Action/Comments
Meter not configured or purchased.	• [MTR LTR] or [MTR PKG] has been selected on a scale that has not purchased the optional Meter Interface Package.
Waiting for Meter Frank. Frank Previous Item or Cancel.	• A postage value has already been sent to the postage meter, an item has not been processed (franked) through the postage meter, and another postage value has been sent to the postage meter. Process (Frank) an item through the postage meter.
Meter Communication Error. Check that meter is turned on, connected and enabled.	• The AH scale did not receive an acknowledgment signal from the postage meter. Check the following: 1- That the scale has been configured for the correct type meter (4 bank, 5 bank decimal, etc.) 2- That the meter has power applied ... it should have a visible display. 3- That the AH scale is connected correctly to the meter/base combination.
Not a zone dependent rate	• Rate is not dependent on a zone.
No valid best way comparison. Check zone	• Check zone and Bestway carrier setup.
Out of Memory	• System is out of memory.
Discount exceeds current total. Discount ignored	• [Dsc] has been selected and the programmed discount value exceeds the current rate value. For example: the postage rate is $5.50 and the discount is programmed as a $10.00 flat rate.
Not assigned	• Rate not assigned.

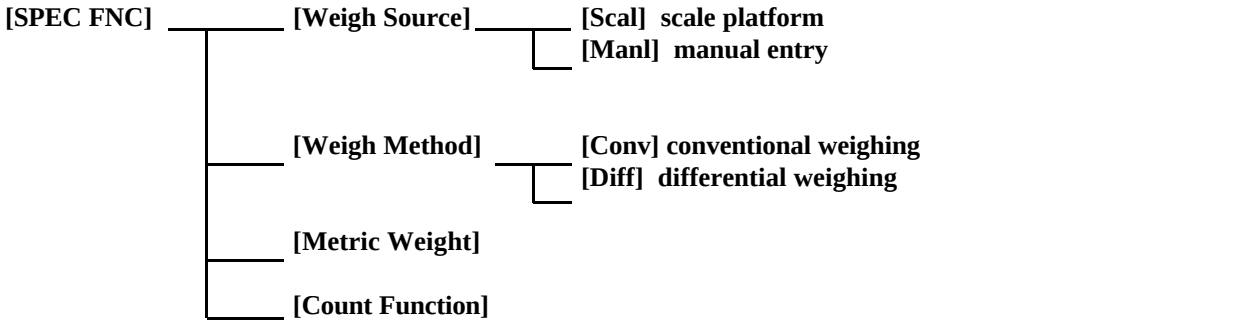
Common Diagnostic Messages

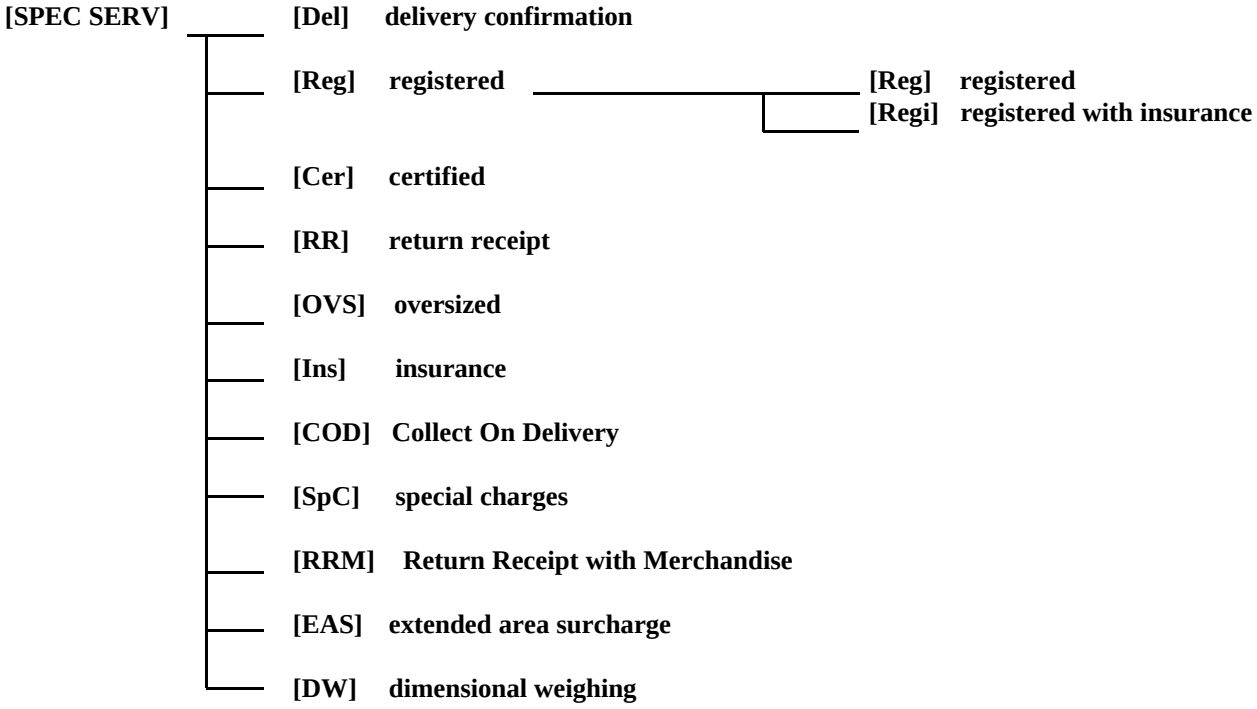
Message	Action/Comments
Serial Interrupt Fail	• Contact your local Ascom dealer.
Serial Address Fail	• Contact your local Ascom dealer.
Serial Wrap Fail	• Contact your local Ascom dealer.
Serial OSC Fail	• Contact your local Ascom dealer.
S/N Fail	• Contact your local Ascom dealer.
S/N CRC Fail	• Contact your local Ascom dealer.
RTC Address Fail	• Contact your local Ascom dealer.
RTC Battery Fail	• Contact your local Ascom dealer.
RTC OSC Fail	• Contact your local Ascom dealer.
Printer Address Fail	• Verify that the printer is on-line & connected. • Contact your local Ascom dealer.
Memory Checksum Fail	• Print all reports & do a Reset to Defaults. • Contact your local Ascom dealer.
Ram Memory Fail	• Contact your local Ascom dealer.
System Error	• Contact your local Ascom dealer.
Test #	N/A
Test Pass	N/A
A/D Regulator Fail	• Contact your local Ascom dealer.
A/D Fail	• Verify that the mechanical stop screws are not hitting the scale platform. • Verify that the application (rate) card is seated properly (turn “off” power when checking). • Contact your local Ascom dealer.
A/D Fail Test #1 [Cont]	• Verify that the mechanical stop screws are not hitting the scale platform. • Verify that the application (rate) card is seated properly (turn “off” power when checking). • Contact your local Ascom dealer.
A/D Address Fail	• Contact your local Ascom dealer.
A/D Conversion Fail	• Contact your local Ascom dealer.
Platform Unstable	• Verify that the mechanical stop screws are not hitting the scale platform. • Verify that the platform is level & stable. • “ZERO” the scale. • Contact your local Ascom dealer.

The below menu may vary slightly depending upon the AH30 system's configuration and purchased options.



The below menu may differ slightly depending upon the AH30 system's configuration and purchased options.





Question	Answer
How do I find my scale's model and serial number?	Facing the scale, the model and serial number are located on a grey sticker on the left of the scale.
How do I find out what rates my scale contains?	Appendix A of the manual contains a listing of all the rates in the scale.
How do I find out what special services my scale contains?	Appendix A of the manual contains a listing of all the special services in the scale.
Some of the features explained in the manual do not seem to be in my scale?	Ascom scales have some optional features. The optional rates and special services are identified in Appendix A. Other features (Accounting, Differential Weighing, Journal Log, Postage Meter Interface, and PC Interfacing) are also optional.
My scale displays keeps looping back to AUTHORIZATIO NUMBER after I enter my authorization number?	If an incorrect authorization number is entered, the scale will keep prompting for the correct number. Contact your Ascom Dealer for help.
I have the Differential Weighing Option but it does not show up under [SPEC FNC], Weigh Method?	HB44 Compliance must be turned "OFF" in order for Differential Weighing to be a menu choice. To turn HB44 Compliance "OFF" requires a password … contact your Ascom Dealer.
Count Function does not show up under the [SPEC FNC] menu.	HB44 Compliance must be turned "OFF" in order for Count Function to be a menu choice. To turn HB44 Compliance "OFF" requires a password … contact your Ascom Dealer.
Metric Weight does not show up under the [SPEC FNC] menu.	HB44 Compliance must be turned "OFF" in order for Metric Weight to be a menu choice. To turn HB44 Compliance "OFF" requires a password … contact your Ascom Dealer.

A

[Access Accounts]
Used to retrieve, view, clear, and print data. Ch. 7

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1-800-446-6028
1-800-793-0180

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[I/O Setup]
Sub-menu under the [SET UP] key. Apend C
Allows access to [Set Meter Banks], [PC Protocol], [Serial Port 1] setup, and [Journal Log].

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Allows the AH30 to set a meter/base for a postage value and process mail, while the operator uses the AH30 to weigh other items to determine rates.
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N

NTEP The AH30 is NTEP approved.
See page 14-5 HB44

O

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P

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